



Town of Pittston
Select Board Work Session Minutes
June 23, 2025

ORIGINAL

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

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

Recorder: Marie-Anne Flowers (Administrative Assistant)

1. **Call to Order:** 9:00 am
2. **Approval of June 16, 2025 Minutes:** accepted & signed 3/0
3. **Executive Session:** None

4. **Town Business:**

a. State Salt Bid: Joe will determine the quantity needed, and update the select board with his findings. There is a question of how much over the requested quantity the town can receive.

b. Red Cross Fire Alarm Program: September 27, 2025, has been chosen as the installation date for this event. Marie-Anne will post the event and sign ups can be made at the town office until September 05, 2025.

c. (ORC) Update Autumn DeVries:

The ORC Policy was reviewed by the select board and Autumn. The policy explains how meetings are held, the types of meetings held, and the purpose of the meetings. Appointments were discussed. How members are appointed and who can appoint them were reviewed.

The progress of the Solar Ordinance was reviewed. Autumn inquired if legal counsel would be available for the Solar Ordinance. She will be able to contact the attorney, Gray Louis whom she has used in the past. Cathy was curious about: standards (g) item 2 sub item J on page 8. Public access required "for real-time electronic monitoring of system output and/or provide annual report of actual output" to be available on the town website. Cathy inquired the purpose of this standard. Concerns regarding pollution from solar farms has been questioned by some residents. It was asked if soil testing prior to installation could be required. Certified surveys will be required for any solar projects. It was asked what the planning board's involvement should be for Commercial Solar projects. Site Plan requirements were discussed. This should be reviewed at the upcoming Joint Board Meeting on July 14 when all boards are present for the discussion.

Land use Ordinance is going through the committee currently. Campsites and campgrounds are being reviewed.



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Autumn intends to request Alex (Intern), and Greg Lumbert (CEO) assist in writing a guide for building in town.

d. CEO Update: Greg notified the Select Board of The Tuesday, July 29 MMA training, and suggested that Planning Board and Appeals Board members attend.

Alex - progress was updated. He is doing a great job. Has attended trainings with Greg and is organizing the CEO files. His last day will be Aug. 15, 2025. Intern end of season celebration Aug 11.

CEO was contacted about an issue with a resident not having water. Possible options were discussed.

65 calls this month for CEO so far.

Little Buck's and Doe's issue is still in progress. An abutter was draining water off into the septic area as well as runoff from the culvert. The contractor has not started work yet.

Greg will review the other septic issue on Wiscasset Rd. with the inspector, Brent Lawson once he is able.

Discussion happened regarding an in-kind gravel pit approved by the planning board has been reported to be operating a business that may be in violation of a Planning Board decision.

e. Municipal Mowing: Lucky Clover has notified the town that they are not mowing this year. They have already been paid 1/3 of the contract price. It was questioned if they have done any work to account for the payment. Christian believes the work completed to date justifies any payments made. Cathy will contact them to clarify how much work has been done compared to how much they have already been paid. Ervin Fyfe has been asked if he can perform the mowing, and he is interested. Storage of mowing equipment was discussed. The equipment may be stored at the fire station. Funding was discussed. There are 4 possible accounts that can fund this change and purchase equipment. Christian suggests purchasing equipment from Randolph Hardware. Will be added to Wednesday agenda. Greg suggests bushwacking the tree line back farther than it is currently cleared.

f. SB Meetings: Discuss moving to every other Wednesday. Meetings for July 2, 16, 30, August 13, 27 will be cancelled.



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g. Ordinances and Policies:

- i. **Solar Farm Ordinance:**
Primary: Action:
- ii. **Building Use Policy:**
Primary: Action: Joe recommends not having a complicated policy. Cathy wants a simplified policy. Meetings may be approved, but no functions should be allowed. Only town related business should be allowed.
- iii. **Disbursement Policy**
Primary: Action: suggested per annual town audit
- iv. **Purchasing Policy:**
Primary: Action:
- v. **Refund Policy for Permits:**
Primary: Action:
- vi. **Hiring Guidelines:**
Primary: Action:
- vii. **Update 911 Roads Book:**
Primary: Action:
- viii. **Cell Tower Ordinance Review:**
Primary: Action:
- ix. **Formal Assessors Agreement/Contract Renewal or Bid:**
Primary: Action
- x. **System Administration Policy:**
Primary: Action:
- xi. **Automobile Expense Reimbursement Policy:**
Primary: Action:

g. Salt Shed Seal Repair:

Primary: Action: Joe got an estimate for lighting. It would cost \$1588.35 to replace the old lights with new LED lights. This will be added to the SB meeting Wednesday. There are holes in the roof that need to be repaired. Joe will arrange the roof repair. Ryan Tracy is the electrician that will do the lighting if approved by the Select Board.

- xii. Congressional spending grants
- xiii. Plan

5. Road Business

a. Major Projects



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- i. Jewett Road:**
 - Primary:** Action: No update
- ii. Blodgett Rd:**
 - Primary:** Action: No update
- b. Medium Road Repair (>\$10,000)**
 - i. Webb Rd:**
 - Primary:** Action:
- c. Small Projects (<\$10,000):**
 - i. Misc. Town Work:**
 - a. Troop Rd**
 - b. Ledge Hill Rd:**
 - c. North (Beech Hill) Rd Plan:**
 - ii. Ditching/Culverts:**
 - a. 245 Pinkham Rd Driveway Culvert:** Preparation should be done and the road ready for paving.
 - b. South (Beech Hill) Rd:**
 - c. Hunts Meadow Rd Potholes:**
 - d. Peaslee Rd – Ditching:** expected to be done today.
 - e. Nelson Rd – Ditching:** waiting for dig safe
 - f. Old County Rd – Culvert:**
 - iii. Loan for Bridge:** Christian was asked to start looking at options for a loan on the Blodgett Rd. bridge. Guard rails-\$25k, temporary road - \$60k, 12 steel pilings installed - \$30k, Bridge cost - \$254079k – 73k paid, rip rap - \$10k, \$150k - assemble, \$25k - engineering already paid. Christian will arrange a loan for \$350k to pay for the bridge. Add to Wednesday agenda.
- d. RFP's/Contracts:**
 - i. Webb Rd Brush Cutting & Culvert RFQ:**
 - Primary:** Action: 4 bids were received. The select board reviewed the bids that were submitted. A decision will be made at



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the Select Board Meeting
6/25/25.

6. Tabled Agenda Items

- a. Tax club
- b. Secure Records Storage Request:
- c. Engine 23 Disposition (2025)
- d. Salt Shed Loader Repair:
- e. Pinkham Road - Togus Stream:
- f. Electricity Usage @ Town Office:

7. Town Announcements & Information

Monday: Closed
Tuesday: 8 am – 5 pm
Wednesday: 8 am – 6 pm
Recycling 4 pm – 7 pm
Thursday: 8 am – 5 pm
Friday: 7 am – 1 pm
Saturday Recycling 8 – 3 pm

CLOSED

FRIDAY, JULY 4, 2025

- a. Next SB Work Session(s): Jun 30 Jul 07, 21, 28 (9 am)
- b. Next SB Meeting(s): Jun 25 Jul 02, 09, 23, 30 (6 pm)
- c. Planning Board: July 10 (6:00 pm)
- d. RiverWalk: Jul 7 (6 pm)
- e. Pittston Historical Society: Jul 08 (6pm)
- f. Joint Board Meeting: Jul 14 (6pm)
- g. Ordinance Review Committee:
- h. Personnel Committee:
- i. Appeals Board:
- j. Budget Committee:



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8. Meeting Adjournment: 12:13 pm

Respectfully submitted by:

6.30.25

Marie-Anne Flowers, Admin Assistant

Date

6/30/25

Catherine Thomas, Selectperson Chair

Date

6/30/25

Christine Holzinger, Selectperson

Date

06/30/2025

Joseph Caputo, Selectperson

Date