

ORIGINAL

**Town of Pittston
Select Board Work Session Minutes
September 30, 2024**

Board Members Present: Jane Hubert (Chair), Joe Caputo, Cathy Thomas
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 September 23, 2024 Minutes: Approved and signed
(Cathy Thomas was not present for the 9/23/24 meeting)

3. Road Business (OLD)

a. Major Road Projects

- i. **Pinkham Rd Culvert – Meadow Brook (2024)** progressing nicely. The water work was completed before the deadline.
- ii. **Pinkham Rd - Togus Stream** no update
- iii. **Jewett Road** - more information will be sent to the lawyer today.

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

- i. **Crocker Rd – Update** Joe Caputo stated that the work is nearly complete.

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

- i. **Road Striping** Joe Caputo had proposed waiting until spring to restripe the roads. Joe Caputo, Cathy Thomas and Jane Hubert discussed the roads that Sam Snow recommended be restriped. Cathy Thomas will research the requirements for road striping with the state.

4. Road Business (NEW)

- a. **Budgeting/Funding** It was, again, suggested that Sam Snow (Road Commissioner) submit a road plan for year 2025. Joe Caputo suggested issuing “homework” for Sam Snow. Homework would be to request inspection of certain roads and/or culverts, and presenting a “health report” to the select board at the following select board meeting.
- b. **Plow Equipment Inspection** Jane Hubert visited the site, and found no issues with the equipment.
- c. **Rt 27 Fence** Greg Lumbert (CEO) states this is a Road Commissioner issue, and feels that the fence is more of a danger than having no fence. Joe Caputo recommends sending a letter stating that the fence is too close to the road. Cathy Thomas measured the fence and it is not compliant with codes. The select board is not sure why Sam Snow referred the issue to the select board as this should be a road issue. The fence is in the state right of way. The home owners, Christopher and Nicole Hallway, are asking for the Town to submit a letter of approval for



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the fence. Jane Hubert will contact legal advice regarding the issue. Cathy Thomas will contact the homeowner.

5. General Town Business (OLD)

- a. **Salt Shed Repairs** Nick Lessard will be working on this project.
- b. **CEO update & 911** Rosie Lane issue is being resolved. The select board questioned who is responsible for completing roads in sub-divisions, and when the road is required to be completed. The select board questioned if the road would have to be completed before lots can be sold. The road ordinance was reviewed by Christian Jensen. In order for the road to be considered a road, it has to meet specifications for a road in the road ordinance.
- c. **Performance Reviews:** Sammy, Val, Marie-Anne, and Christian need reviews. Val had questioned if reviews need to be held in executive session. The select board discussed how the reviews will be conducted. Christian will assist with the reviews and offer his opinions. Christian suggested involving Val in reviews of clerks
- d. **Compensation for All Positions:** no update
- e. **ORC Update – Autumn DeVries:** The next ORC meeting will be moved from 9am to 2pm. The letter Autumn sent to the Dept. of Economic development was read and reviewed.
- f. **Entrance Extension:** Should be completed by November 1.
- g. **Outstanding Items of Concern:** To be discussed at the Oct. 2 staff meeting. 911 addressing and issues with information not being changed in a timely manner were discussed.
- h. **Colburn School:** is not insured. Jane Hubert has a call into MMA. An engineering report may be needed before the building can be insured.
- i. **Handyman hiring:** Jane Hubert reviewed issues at the town office that need maintenance. The town needs to find a handyman. Joe Caputo will work on a list of items that need repairs and work on hiring someone to do the needed work on a one-time basis.

6. General Town Business (NEW)

- a. **DECD Grant/LD 2003** The select board reviewed the letter Autumn DeVries composed, asking for funds. The letter will be signed by the select board at the Wednesday SB meeting.
- b. **Pest Control Estimate:** Jane Hubert reviewed the estimate for pest control. Cathy Thomas will call the exterminator and determine if one treatment would be enough. Joe Caputo suggests doing one treatment and then reevaluate the bug situation afterwards, and repeat again in the spring if needed.
- c. **Training:** Marie will be reviewed separately for clerk training.



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- d. **Municipal Plowing** Greg Lumbert (CEO) discussed clearing room for snow removal, and making sure the propane tank behind the town office is protected by a barrier before snow plowing is needed. Joe Caputo will investigate barrier options.
- e. **Old Town Farm Rd** Greg Lumbert reported an unapproved sub-division. The documents presented are not official and are in the name of the previous owner. Plumbing permits are in question and Greg Lumbert plans to ask Deb Barry (former Pittston Town Clerk) if the permits were ever sent to the State of Maine.

7. Tabled Agenda Items

- a. **Engine 23 Disposition (2024)**
- b. **Fiscal Year**
- c. **Concrete Pad for Recycling**
- d. **North Beech Hill Rd Plan**
- e. **Renaming of Roads @ 911 addressing**
- f. **Rt 27 Fence**
- g. **Tax Club**

8. Town Announcements & Information

*******Pinkham Road will be closed to thru traffic from September 16 until October 7, 2024*******

Monday closed
Tuesday 12 – 6 pm
Wednesday 10 – 7 pm
Thursday 8 – 5 pm
Friday 9 – 2 pm
Saturday Recycling 8 – 3 pm

- a. **Next SB Work Session(s): Oct 7, 14, 21, 28 (9 am)**
- b. **Next SB Meeting(s): Oct 2 (following the Special Town Meeting) 16, 30 (6 pm)**
- c. **Solar Energy Moratorium Ordinance VOTE: Oct 2 (6 pm)**
- d. **Planning Board: Oct 10 (6:30 pm)**
- e. **Ordinance Review Committee: Oct 3, 17, 31 Nov 14 (9 am)**
- f. **RiverWalk: Oct 7 (6 pm)**
- g. **Pittston Historical Society: Oct 8 (6 pm, Town Office)**
- h. **Appeals Board:**
- i. **Budget Committee:**
- j. **Personnel Committee:**


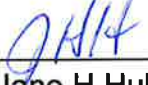
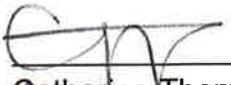
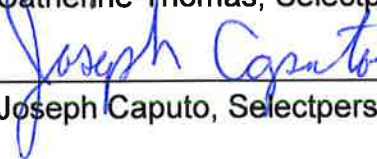


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9. Meeting Adjournment: 11:25 am

Respectfully submitted by:

10/7/24

 _____ Marie-Anne Flowers, Admin Assistant	10.07.24 _____ Date
 _____ Jane H Hubert, Selectperson Chair	10/07/24 _____ Date
 _____ Catherine Thomas, Selectperson	10/7/24 _____ Date
 _____ Joseph Caputo, Selectperson	10/07/2024 _____ Date

