



Town of Pittston
Select Board Work Session Minutes
October 06, 2025

ORIGINAL

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

Other Town Officials Present: Greg Lumbert (CEO), Autumn DeVries (ORC)

Recorder: Marie-Anne Flowers (Administrative Assistant)

1. **Call to Order:** 9:00 am
2. **Approval of September 29, 2025 Minutes:** accepted/signed
3. **Executive Session:** none
4. **Town Business:**
 - a. **Town Website:** Cathy has reached out to all employees for their opinion on what their opinion on the which option is preferred. Christian prefers town cloud. He believes that they are would fit our needs best. A demonstration can be scheduled, preferably during a Monday work session, for staff to review.
 - b. **Lancaster Road Letter:** Joe spoke to the resident, and she is satisfied with the changes that were made to improve the visibility at the intersection.
 - c. **Historical Society Grant:** Louise Kruk attended the work session to discuss the requested stewardship letter and lease agreement that is being worked on. Gray Louis is researching a boilerplate stewardship letter. Discussion of the current condition of the building took place as well as a request to develop a plan for the upkeep of the building. A condition assessment, and a maintenance plan are required conditions of the grant. The building will need to be jacked up. Louise has volunteers willing to help with this work. The roof of the addition will also need to be reconnected to the main building. The board agrees that the work can ensue.
 - d. **(ORC) Update Autumn DeVries:** Attended the meeting for the Gray Louis conversation.
 - e. **CEO Update:**
 - People living in campers was discussed. The town has no ordinance prohibiting living in campers on their property.
 - Disabled vehicles were also discussed. State law states that 2 unregistered cars are permissible.
 - The Harris place (Grange Hall) is not in compliance. The plumbing will not pass inspection and has to be removed. The project has not passed any inspections. The owner now says they want to sell. The town officials would determine if the place is in a dangerous condition. This lot is under 2 acres. The hall was not intended for habitation. The building should be torn down. There is a well on the property.
 - Beech Hill Rd mobile home request



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- Many septic inspections this week.
- Lancaster Rd business request could be a home-based business, but may require Planning Board approval. There is no state license required. Marlene has been notified. Marie will follow up with Marlene to see if she needs to be added to the Planning Board meeting
- Jewett Rd. met the abutter and current landowner. Greg measured the property. There is a "green spot" in the center of the area that may be considered part of the wetland. Greg feels he needs an official opinion on what the green spot is. If it is part of the wetland, the 75' setback will be required. Greg emailed DEP about the area and requested a review. The landowner plans to build a tiny home, primitive septic system and storage shed on the property.

f. Charter Franchise Agreement: No update

- g. Review of the Following Ordinances:** Gray Louis (phone call 9:20am)
- Discussion of the anticipated review took place. The ordinances need to be reviewed and possibly updated for consistency, continuity, language, definitions, and defend ability. Gray feels it would be a waste of town resources to address ordinances that could be affected by the current laws being enacted. Town resources may be best used to create the land use ordinance as a priority. The other ordinances can be updated after the land use ordinance has been created. Gray feels the land use ordinance is the priority. The other less important ordinances; mailbox, addressing, entrance, could also be worked on while the land use is worked on. Greg would also suggest we include a "junkyard" ordinance or a Putrescible Waste ordinance. Joe inquired if all changes will need to be voted in by the Select Board to enact. If the Ordinances are updated prior to the annual town meeting, a special town meeting can be utilized to approve the new or updated ordinances. Public hearings would be required for a special town meeting. Our next official Annual Town Meeting will be next June (2026). Cathy inquired about the number of back lot issues that we have had to deal with this past year, and how that could be addressed in the ordinance updates. Greg suggested a review of Farmingdale's Back Lot Ordinance would be helpful in creating our own. MUBEC will not be adopted in Pittston. MUBEC would require more Code Enforcement oversight. Greg believes radon remediation requirements should be added to new builds. It is state law but population affects the requirements. Pittston population is below 4000. Autumn inquired which parts of the land use ordinance would supersede the building ordinance and part of the subdivision ordinance. Land use ordinance would include the building and subdivision ordinance. There would be one land use ordinance and included in that would be the building and subdivision ordinances. Private roadways were also discussed and should be added to the land use ordinance.



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It was also inquired how an elected position can be changed to an appointed position. A warrant article and town meeting would be required to change the position. A job description should be created if a new position is being created. Autumn stated that the draft is ready for review and she will send a copy to Gray.

Tier 1

- i. **Land Use – LD 2003 & LD 1829 (in development)**
- ii. **Building**
- iii. **Subdivision**

Tier 2

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

Tier 3

- vii. **Business Development**
- viii. **Addressing**
- ix. **Mailbox**
- x. **Entrance**
- xi. **Well Head Protection**

h. 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. **Update 911 Roads Book:**
Primary: Action:
- v. **System Administration Policy:**
Primary: Action:
- vi. **Disbursement Policy:**
Primary: Action:
- vii. **Purchasing Policy:**
Primary: Action:
- viii. **Refund Policy for Permits:**
Primary: Action:
- ix. **Cell Tower Ordinance Review:**
Primary: Action:



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- x. **Building Use Policy:**
Primary: Action:
- xi. **Mobile Home Ordinance:**
Primary: Action:

5. Road Business:

a. Major Projects:

- i. **Jewett Road:**
Primary:

Action: a call regarding Potholes had been received. Until trucking stops, the potholes will not be addressed. Joe will fill in the worst with dirt for the time being.

- ii. **Blodgett Road:**
Primary:

Action: bridge should be completed today.

**Expended Ban Funds
& Project Completion
Date (by 11/06/2025)**

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

- i. **Lucas Striping – Pinkham Rd:** This will be added to the 10/15/25 agenda.
- ii. **Guard Rails - Old County Rd & Pinkham Rd:** Joe is getting quotes for this project.

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

- i. **Ditching/Culverts:**
 - a. **Nelson Rd - Ditching:**

- ii. **Nash Rd - Brush Cutting/Convex Mirror Request:** Joe is addressing this request

- iii. **Webb Rd – Mailbox Damage:** Joe is addressing this complaint



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6. Tabled Agenda Items

- a. Identify Caretakers for Cemeteries in Need:
- b. Tax club
- d. Secure Records Storage Request:
- e. Engine 23 Disposition (2025)
- f. Pinkham Road - Togus Stream:
- g. Misc. Town Work:
 - i. Troop Rd
 - ii. Ledge Hill Rd:
 - iii. North (Beech Hill) Rd Plan
- h. Salt Shed Seal Repair & Containment:
 - i. Congressional spending grants
 - ii. Funding Plan for plant containment

7. Town Announcements & Information

THERE WILL BE NO SELECT BOARD MEETING:

OCTOBER 08 & 22

NOVEMBER 05 & 19

THERE WILL BE NO SB WORK SESSION

OCTOBER 13 (HOLIDAY)

NOVEMBER 10

- a. Next SB Work Session(s): Oct 20, 27 Nov 03, 10, 17, 24 (9 am)
- b. Next SB Meeting(s): Oct 15, 29 Nov 05, 12, 19, 26 (6 pm)
- c. Planning Board: Oct 09 (6:00 pm)
- d. RiverWalk: Oct 06 (6 pm)
- e. Pittston Historical Society: Oct 09 (6pm)
- f. Joint Board Meeting:
- g. Ordinance Review Committee:
- h. Personnel Committee:
 - i. Appeals Board:
 - j. Budget Committee:

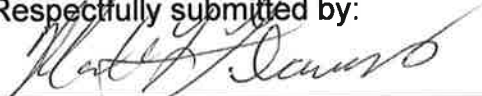


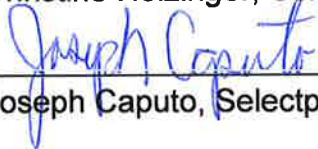


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8. Meeting Adjournment: 11:27 am

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Respectfully submitted by:

	10.20.24
Marie-Anne Flowers, Admin Assistant	Date
	10/20/25
Catherine Thomas, Selectperson Chair	Date
	10/20/25
Christine Holzinger, Selectperson	Date
	10/20/2025
Joseph Caputo, Selectperson	Date