



Town of Pittston
Select Board Work Session Minutes
November 17, 2025

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

Other Town Officials Present: Greg Lumbert (CEO), Tony Garvan (RW Chair), Jean Ambrose (RW)

Recorder: Marie-Anne Flowers (Administrative Assistant)

1. **Call to Order:** 9:00 AM
2. **Approval of October 27, 2025 & November 03, 2025 Minutes:** signed
3. **Executive Session:** none
4. **Town Business:**
 - a. **Bulletin Board:** *town office*
The bulletin board outside the town office is leaking and needs attention or replacement. Joe will evaluate the condition and come up with a possible solution.
 - b. **Historical Society Request:** Marie will notify Louise that the Historical society can store materials in the storage room.
 - c. **Cemetery Flag Holders:** Select Board was shown a sample flag holder for the Pittston Veterans' cemetery grave site's; estimated price per holder is \$3.25. Marie will request a quote from Deb Ashline (Charlie Lawrence) for the flag holders to add to the 2026 budget.
 - d. **December & January Select Board Schedule:** The holiday schedule will be as follows.
November 26 – Closed at 1pm
November 27-28 – Closed for Thanksgiving
December 24 – Closed at 1pm
December 25-26 Closed for Christmas
December 31 – Closed at 1pm
January 01 – Closed

December 19 – Closed at noon
 - e. **ORC - Update:** Autumn emailed an update to the Select Board for review.
 - f. **CEO - Update:** Cheyanne Moody attended the meeting to review the septic plan for the Little Buck's and Doe's Daycare center. Her engineer, Bob Lightbody, joined the meeting via phone. They believe there are drainage issues from Pittston School Street to Rt 126 that need attention. She believes the neglect to the road has caused cracks in her foundation. The building has not been heated through the winter and Joe feels this may have



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contributed to the cracking of the foundation. Her Civil engineer and site evaluator, Bob Lightbody, was going by memory when he stated that the opposite side of the road had clogged drainage issues (the clogged culvert has since been addressed). Uphill from the house is a drainage way between this structure, and the neighbor's that is collecting water. Curbing that had been on the corner of Route 126 and Pittston School Street has been removed by winter plowing. A solution to this issue was requested from the Engineer. He stated that a better ditch between the houses should be created, and curbing be replaced on Route 126. He also suggested a catch basin may be required to collect extra water that flows down towards the playground area. The leach field is underneath the playground area. The state may have to be contacted to address the culverts on route 126. Currently, the septic system is being pumped every 3 weeks. A plan with holding tanks may be developed to accommodate the lot. Current septic is undersize for the current usage of the property. The CEO feels the septic was never sized adequately for the property. Drainage will have to be managed to redirect the water away from the playground/leach field. There are two septic tanks linked to the leach field, the day care, as well as the empty house next door. It was asked if connecting to the public sewer would be easier and more economical than rebuilding the septic system. Future use of the buildings should also be considered when creating the new system. Cathy requested a plan be completed and presented to the Select Board. Joe will reevaluate the ditches and make sure the drainage is flowing properly.

- g. Arnold Road Complaint Update:** Greg has the contact information for the homeowner. He has not been to the site to assess the condition of the building. Joe will visit the site to evaluate the condition of the building. The CEO stated the yard and driveway are not being maintained.
- h. Maine Municipal Bank Bond Review:** was reviewed at the select board meeting.
- i. Timber letter:** there is no need at this time.
- j. Kelley Rd Resident Complaint:** The letter received by the resident was discussed. Greg feels the town is doing all that can be done. There are no rules or ordinances that restrict living in campers. The only consideration is where wastewater is being dumped. The select board discussed the letter/email sent by the resident. A response will be sent to the resident.
- k. Tuition Reimbursement Request:** Discussion of the request took place. The select board feels this request should have been submitted prior to signing up for the class. Future reimbursement will need to be requested prior to starting the class as specified in the Employee Policy. This will be voted on at the SB Meeting 11/24/2025.
- l. RiverWalk Committee Sign Request:** Tony Garvan and Jean Ambrose attended the meeting to discuss the requested signs. Hunting and motor



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vehicles will be banned. Waterfowl hunting will be allowed as well as the use of snowmobiles, golf carts and ATV's will be voted on at the next Select Board meeting. Recommendation for the gate to be 64 inches wide to accommodate those vehicles only. It was reviewed how unauthorized use of the area would be handled. Posting the rules gives recourse for consequences. Joe spoke to someone about how the area has been used in the past. It was mentioned that smelting had been done in the area. Joe feels the RiverWalk Committee should develop a process for detecting and handling unauthorized use of the area. He also feels If motor vehicle usage will have to be restricted after the area is completed, it may be better to not allow motor vehicle usage at all. Jean feels that the only people using motor vehicles are using them to access the river to fish or hunt. There are no trails for motorized vehicles, just access to the river. The RiverWalk group is requesting the town order a 12x18 sign for the entrance "Town of Pittston Property", "Recreational Vehicles (64" or less) allowed River Access only", and another sign "Town of Pittston RiverWalk", "No Hunting except waterfowl" "open sunup to sundown". There will also need to be 20 smaller signs as well, to come out of the RiverWalk funds. This will be voted on at the next Select Board meeting.

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



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5. Road Business:

a. Major Projects:

i. Blodgett Road & Pinkham Road:

Primary:

Action: Guard Rails are completed

ii. Old County Rd: Culvert

Primary:

Action: Waiting for DEP response

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

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

i. Ditching/Culverts:

ii. Potholes:

a. Hunts Meadow Rd. – anticipated Wednesday repair.

b. Jewett Rd – will be done Wednesday.

6. 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. Road Striping: Spring



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ORIGINAL

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

7. Town Announcements & Information

THERE WILL BE NO SELECT BOARD MEETING:

NOVEMBER 26

DECEMBER 24 & 31

JANUARY 14 & 28

THERE WILL BE NO SB WORK SESSION

JANUARY 19

Next SB Work Session(s): Nov 24 Dec 01, 08, 15, 22, 29 (9 am)

Next SB Meeting(s): Nov 19 Dec 03, 10, 17 Jan 07, 21 (6 pm)

Planning Board: Dec 11 (6:00 pm)

RiverWalk: Dec 01 (6 pm)

Cemetery Caretaker Meeting: Dec 04 (6 pm) @ Town office

Ordinance Review Committee:

Pittston Historical Society:

Joint Board Meeting:

Personnel Committee:

Appeals Board:

Budget Committee:

8. Meeting Adjournment: 11:54 am



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Respectfully submitted by:

Marie-Anne Flowers

11-24-25

Marie-Anne Flowers, Admin Assistant

Date

Catherine Thomas

11/24/25

Catherine Thomas, Selectperson Chair

Date

Christine Holzinger

11/24/25

Christine Holzinger, Selectperson

Date

Joseph Caputo

11/24/2025

Joseph Caputo, Selectperson

Date