

**ORIGINAL**

**Town of Pittston  
Select Board Work Session Minutes  
November 18, 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)  
**Recorder:** Marie-Anne Flowers (Administrative Assistant)

1. **Call to Order:** 9:00 am
2. **Approval of November 11, 2024 Minutes:** signed 3-0 Approved
3. **Road Business (OLD)**

**a. Major Road Projects**

- i. **Pinkham Road - Togus Stream:** no update
- ii. **Jewett Road:** Letter signed by Jane Hubert
- iii. **Blodgett Road:** Joe Caputo has had preliminary meetings with Greg from Calderwood Engineering. The site was discussed as well as installing a Dirigo Bridge. Larry Nadeau was at the site. The work is expected to take about 5 days if the road were closed. Discussion was held with Josh Johnson, Fire Chief, regarding having equipment in the area if the road is closed for the repairs. It has been suggested that golf carts be used to access the properties while the work is being completed. A phone call and letter may be sent to the residents that would be affected by the repair. Work will not be started until all of the materials are on site to avoid any delays.

**b. Medium Road Repair (>\$5,000)** Fall grading has started.

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

**4. Road Business (NEW)**

- a. **Budgeting/Funding:** Joe Caputo will try to attend the budget committee meeting on November 21, 2024. Christian Jensen will be presenting the fiscal year change to the budget committee at this meeting. The remaining balances for the rest of the year were discussed. There may need to be some limits set up over extra, unanticipated costs for the CEO and other clerical coverage. There should be a plan developed for more training for staff for when Pittston staff can take over the role that out of office personnel is currently filling. The select board will dedicate the December 2, 2024 work session to the budget and budgeting issues.

**5. General Town Business (OLD)**



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- a. **CEO update:** No update
- b. **Performance Reviews:** Christian Jensen will be reviewed next
- c. **Compensation for All Positions:** no update
- d. **ORC Update - Autumn DeVries:**
  - i. **Recall Ordinance:** The recall ordinance hearing brought up suggested changes, and a new draft was drawn up to reflect those suggestions. There is no requirement for a second hearing as hearings are required when there is no other opportunity to discuss the issue. The special town meeting will allow for discussion before any vote. There was some inquiry whether "indicted" vs. "convicted" would be suggestions for recall. The final draft will reflect the change from convicted to indicted. The ORC would like to meet with legal counsel for about 30 minutes regarding the Recall Ordinance.
  - ii. **LD 2003:** Ben Averill has met with the ORC regarding LD2003. The ORC is on track with implementing LD2003. Autumn DeVries will continue working with the CEO Greg Lumbert during the ORC break. Autumn would like to meet with legal for about 30 minutes regarding LD2003
- e. **Colburn School:** See 6a
- f. **Review Contract Calendar:** Other awards (Spirit of America, Nehumkeag Scholarship) should be added to the contract calendar.
- g. **Review Auditor:** There has only been one option, and the applicant would be a cost savings to the town. Christian Jensen recommends using the auditor that has responded. The select board, after discussion, hopes to accept the proposal for the auditor at the Wednesday select board meeting.
- h. **Paid Family Leave:** the select board discussed the required contribution into the paid family leave. 1% needs to be paid into starting January 01, 2025. The town can pay the whole 1% or can opt to pay .5% and have employees contribute .5%. this issue will be addressed at the Select Board meeting on Wednesday November 20.
- i. **Budget for all Committees and Groups:** Marie-Anne Flowers will contact Sam Snow (Road Commissioner) for his budget via email and text.
- j. **RiverWalk Survey Concerns:** Cathy Thomas has had inquiries regarding the survey being numbered. The select board is questioning who the RiverWalk Group mailing was sent to, and why those people were selected. Was the tax commitment list used or the voter list? Christian Jensen had sent the tax commitment list to the RiverWalk Group. Cathy Thomas would like to ask the RiverWalk group questions regarding the



survey being numbered, and which list was used by the RiverWalk Group for the mailing. Joe Caputo has concerns that not all tax paying residents received a survey.

## **6. General Town Business (NEW)**

- a. Louise Kruk – Historical Society:** An engineer has been contacted by the Historical Society to evaluate the building in order to obtain liability insurance for the building. The Historical Society is inquiring if they are able to arrange the evaluation, and when the spending would be approved. Joe Caputo informed the Historical Society that Ben Murray is scheduled to evaluate the building on Nov. 21, 2024 for \$750.00. The Historical Society will be applying for grants and the building would need to be insured before any grants can be applied for. Budgeting for upcoming years was discussed. The Select Board and Historical Society are waiting for the report from Ben Murray in order to determine costs.
- b. Legal Retainer Signature:** Signed by Jane Hubert
- c. Keys:** Copies of keys for the salt shed and the RiverWalk should be kept in the town office and marked “do not duplicate”.

## **7. Tabled Agenda Items**

- a. Fiscal Year**
- b. Concrete Pad for Recycling**
- c. North Beech Hill Rd Plan**
- d. Renaming of Roads @ 911 addressing**
- e. Salt Shed Seal Repair**
- f. Tax club**
- g. Engine 23 Disposition (2024)**

## **8. Town Announcements & Information**

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




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- a. Next SB Work Session(s): Nov 25 Dec 02, 09, 16, 23, 30 (9 am)
- b. Next SB Meeting(s): Nov 20 Dec 04, 11, 18 Jan 2 (**THURSDAY**) (6 pm)
- c. Joint Board Meeting: Jan 27 (6 pm)
- d. Planning Board: Dec 12 (6:30 pm)
- e. Ordinance Review Committee: Jan 23 (9 am)
- f. RiverWalk: Dec 2 (6 pm)
- g. Pittston Historical Society: Dec 10 (6 pm) Town Office
- h. Appeals Board:
- i. Budget Committee: Nov 21 (6 pm)
- j. Personnel Committee:

9. Meeting Adjournment:

Respectfully submitted by:  11.25.24

Marie-Anne Flowers, Admin Assistant Date  
 11/25/24

Jane H Hubert, Selectperson Chair Date  
 11/25/24

Catherine Thomas, Selectperson Date  
 11/25/2024

Joseph Caputo, Selectperson Date

