



Town of Pittston  
**Select Board Work Session Minutes**  
December 01, 2025

ORIGINAL

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

**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 November 24, 2025 Minutes:** accepted
3. **Executive Session:** none
4. **Town Business:**
  - a. **Bulletin Board:** Joe evaluated the bulletin board, and believes it can be repaired. Joe will repair the bulletin board.
  - b. **ORC - Update:** Autumn would appreciate feedback from the CEO and SB on the updated ordinances she sent to them last week. The select board will review and offer feedback to the ORC. Cathy has asked for a deadline for the feedback. Autumn stated that there is no deadline. Cathy suggested a deadline of February 01, 2025 for input. Greg has concerns that LD 1829 has not passed yet, so we may need to make more changes once LD 1829 is finalized and passed. The purpose of the update is to streamline our current ordinances for better understanding and clarity. Once 1829 is finalized, any changes to the ordinances are anticipated to be minimal. The current changes will make us compliant with LD2003.

**Temporary Structures:** Greg feels there should be permitting for this as it is hard to track when something was installed, and when the 9-month limit expires. Setbacks should also be followed for any structure, permanent or temporary.

**Documentation:** Sue (Deputy Clerk) will help Autumn with converting documents. The pdf to word conversion program was discussed. Sue has the program to convert.
  - c. **CEO - Update:** Greg attended the meeting to update the Select Board on;

**Kelley RD property:** Greg stated there is a 2ft x 4ft hole dug on the property, by the waste pipe, that he believes wastewater is being disposed into. He measured the area, and believes the property owner would need a permit from DEP. He is under the town's required setback. His intent is to install a driveway. It is a non-conforming lot. The resident is also requesting CMP install a telephone pole to bring electricity to the lot. Greg will email Brent Lawson and Laura Bollert regarding the issues.

**Ordinance review:** Greg has issues with the updated ordinance. He feels they will not address the current issues we are dealing with in Pittston. Campers, Conex boxes, etc., are not addressed in the updated ordinances. Greg feels anything that exceeds \$2000.00, or covers 10 x 10 area should require a permit. This will be presented to Autumn and the ORC.



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**Little Buck's and Doe's:** Cheyanne and her septic designer, Bob Lightbody, attended the meeting to review the concept plans for the updated septic system being developed for the daycare center. They presented a plan for consideration to fix some of the current drainage issues. Brent Lawson from the state, has suggested holding tanks for the septic issues. There would be four two thousand gallon holding tanks constructed for the two properties involved. Joe asked if tapping into the school sewer line would be possible. Greg feels the gully would cause problems with that solution. Bob Lightbody feels it would not be cost effective to tap into the school sewer. Cathy shared concerns with holding tanks, if there are still drainage issues with the property. Bob Lightbody would like a site visit with the select board, to review the drainage issues. There was discussion over the cause of the drainage issues, and if the town has any responsibility to remedy the drainage issues. There may need to be a select board visit during wet weather to evaluate the drainage, and where the water goes. No permitting has been obtained at this time. Greg will research with the state if there is a culvert on rt 126.

- d. Arnold Road Complaint Update:** Cathy has spoken to the resident that contacted us about the condition of the abandoned property. The concerns are; the house is not secured, and the lack of care/maintenance of the property. Neighbors have expressed their concern with the condition of this property affecting their property value. A letter has been sent to the owner asking them to contact the CEO to discuss the issues with the property.
- e. Town Website:** Cathy feels that the Select Board has enough information to make a decision.
- f. Trash on Old Cedar Grove:** it is unknown if the trash has been retrieved by the road commissioner. No response was received from Sam when Cathy notified him of the trash.
- g. Pinkham Rd - Beavers:** No update, no plan at this time. Joe will call the state for more information.
- h. Budget Schedule:** Scheduled for the January 5<sup>th</sup> work session. Cathy has produced a rough outline of the Budget schedule.
- i. Dog Complaint:** No update. CEO has been given permission to measure the area and address other concerns.
- j. Consent Agreement:** Greg will contact the resident to review the progress he has made since the agreement was signed.
- k. 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:**



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- 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:

**5. Road Business:**

**a. Major Projects:**

**i. Old County Rd: Culvert**

*Primary:*

*Action:* Dec 10 is the DOT deadline to address the issue. Calderwood Engineering is reviewing the information we received from DOT. Joe will reach out to Calderwood for their opinion/conclusion.

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

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

**i. Ditching/Culverts:**

**ii. Potholes:**

**6. Tabled Agenda Items:**

**a. Review of the Following Ordinances:**

**Tier 1**

**i. Land Use – LD 2003 & LD 1829 (in development)**



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- ii. **Building**
- iii. **Subdivision**
- iv. **Mobile home, RV, Camper**
- v. **Business Development** – may be 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**
- 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:**

**DECEMBER 24 & 31**

**JANUARY 14 & 28**

**THERE WILL BE NO SB WORK SESSION**

**JANUARY 19**



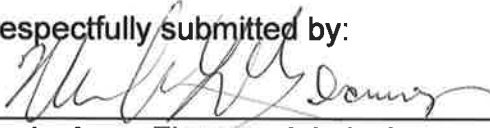



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- Next SB Work Session(s): Dec 08, 15, 22, 29 (9 am)**
- Next SB Meeting(s): Dec 03, 10, 17 Jan 07, 21 (6 pm)**
- Planning Board: Dec 11 (6:00 pm)**
- RiverWalk: Dec 01 (6 pm)**
- Cemetery Caretaker Meeting: Dec 04 (6 pm) @ Town office**
- Pittston Historical Society: Dec 04 (9am)**
- Ordinance Review Committee:
- Joint Board Meeting:
- Personnel Committee:
- Appeals Board:
- Budget Committee:

**8. Meeting Adjournment: 11:18 am**

Respectfully submitted by:

	12-08-25
Marie-Anne Flowers, Admin Assistant	Date
	12/8/25
Catherine Thomas, Selectperson Chair	Date
	12/8/25
Christine Holzinger, Selectperson	Date
	12/08/2025
Joseph Caputo, Selectperson	Date