



Town of Pittston
38 Whitefield Road
Pittston, Maine 04345
(207) 582-4438

REGULAR SELECT BOARD MEETING
Pittston Town Office Meeting Room
Wednesday, April 6, 2022
5:30 p.m.

~ MINUTES ~

Board Present: Kerri Farris, Jean Ambrose, Jane Hubert

Staff Present: Deb MacInnes, Sam Snow, Colleen Pilsbury, Deb Barry

Residents Present: Wellman Cromwell, Sharon Gleason: via Zoom: Fred Kimball, Theresa Guerrette, Matthew Baron, Ronald Stoddard, Jeffery Campbell, Tim Marks, Mary Lawrence

Others Present: Carl Creasy

I. Call to Order / Roll Call

The Board Chair declared a quorum present and called the meeting to order at 5:31 p.m.

II. Warrants

Jane Hubert made a motion to approve preview warrant number 14 in the amount of \$57,014.39.

Voted Approved: 3-0

Jane Hubert made a motion to approve payroll warrant 1422 in the amount of \$7,824.04.

Voted approved 3-0

III. Review and Approval of Previous Week's Meeting Minutes

Approval of Previous Week's Meeting Minutes

Motion by Kerri Farris to approve the amended draft minutes of March 30, 2022

Voted Approved: 3 – 0

IV. Sign/reapprove SB meeting minutes of March 23, 2022.

Jane Hubert made a motion to approve the minutes of March 23, 2022.

Voted Approved: 3-0

V. Meeting Minutes Format

Jean Ambrose stated that we are a team and need to work together and the minutes have not been that unclear. Jean stated that she appreciates Deb M's hard work. Jane



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Hubert stated that Deb M has been very careful with the minutes and also appreciates her hard work. Kerri Farris stated that she appreciates that too. Kerri stated this is not arbitrary, the proposed format will make things clearer; especially for residents who are unable to attend meetings.

Kerri Farris made a motion to use a new format for meeting minutes.

Voted approved: 3-0

VI. Sign Nehumkeag paperwork for banking

Jane Hubert discussed the dormant Nehumkeag Scholarship account at Camden National Bank. Jane and Roger Linton's names have been removed from the account and Kerri Farris's name has been added and signed. The scholarship is paid by a bank check. Jean Ambrose suggested that the criteria for the scholarship be loosened up.

Action item: Jane Hubert will follow up with the high school

VII. Sam Snow, Road Commissioner

Sam reported that Watermans charged the Town sales tax where none was supposed to added, and would like Colleen to fix that.

There are some culverts that need to be replaced.

The Sand Supply Contract was discussed. Jane Hubert asked if there is a sand issue, who would handle that. SW Cole would be called to test the sand. In the past, Jim Lothridge has been paid to count the loads of sand delivered to the sand/salt shed, which comes out of the highway budget.

Jean Ambrose made a motion to go with the contract with Sam Snow Construction.

Voted approved: 3-0.

The culvert/side of the Kelley Road at the village end of the road has only been partially fixed by McGee Construction, there is more to do to make it right.

Action item: Jean Ambrose will call Mike McGee to see if a meeting can be set up at the site for some time next week.

Sam stated that the intersections of the roads and the office parking lot will be swept in the next week.



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VIII. Open Grounds Maintenance Bids. 6:18 p.m.

Carl Creasy DBA CLC Lawn Care--\$5,400.

M & G Yard Care LLC--\$1,600.

Joshua Howe, First Alarm LawnCare LLC--\$1,750.

The previous year the town contracted Joshua Howe for this work and were overall pleased with his service.

Jean Ambrose made a motion to hire First Alarm LawnCare-Joshua Howe

Voted approved: 3-0.

VIII. Sam Snow, Road Commissioner, continued

An email from St. Germain in regards to the Blodgett Road crossing was reviewed. Sam stated that he spoke with St. Germain and was told the soils at the location changed the size of the culvert needed. It would need to be a box culvert not arch. Sam is going to laser test this himself and he believes this project needs to be scaled back. Kerri Farris asked Sam if he was concerned about the contract period for payments from the grant. Because extensions can be made, he does not have that concern.

Action Item: Sam will call St. Germain again to discuss their changes to the project.

Grimmels dropped off a dumpster at the sand/salt shed to dispose of the old culverts. A smaller roll off will need to be delivered to dispose of all the other debris that is stored there, such as tires, a refrigerator and a toilet.

Brush cutting will start next week.

IV. Cyber security follow up.

Kerri Farris reported that there was a work session with Sheldon Arford, IT contractor. A lot of what we are looking for, we already have in place and Sheldon feels confident he can help get what is needed.

Fred Kimball gave the Select Board information on policy and practice to be reviewed.

There was a discussion on whether or not to establish individual email accounts for each Select Board member. Each member would be unable to see what the others are emailing. Jean is concerned about oversight and the personal use of devices. Kerri feels this is more protective for the Town and the SB members. Jean does not agree. The IT consultant is the only one that would be able to retrieve an email if needed from the exchange network. Kerri stated that the Administrative Assistant would not need to file emails because each email account will be automatically



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saved and unable to be deleted by the user. Eliminating the need for the “gate keeper system”. Kerri also made the point that establishing email addresses for each board member through the town’s system would also eliminate the need for board members to use their personal email addresses, which is the current structure. Jean is uncomfortable with this proposal.

Kerri Farris made a motion to establish individual email addresses for the Select Board members that are captured in our exchange network server. (Go Daddy)

Voted 2-1.

Action item: Kerri Farris will contact Sheldon Arford.

V. An appointment paper was signed.

VI. Key Assignments.

Kerri Farris expressed the need for better record keeping of who has keys to the office, so that there will be no confusion.

Action item: Jean Ambrose will get another key made for the personnel file cabinet.

VII. New/Other business.

Jane Hubert discussed the following items:

- A. Jane thanked Deb M for helping her getting the Nehumkeag Scholarship information to Theresa Guerrette.
- B. Jane called Lowes to cancel the flooring quote.
- C. The Building Ordinance had the wrong date on it. It was fixed and signed.
- D. Tom Freeman, Alternate Code Enforcement Officer, has his plumbing certificate and is working more than the 5 hours per month that was budgeted for. There is money in the training budget to cover some of Tom’s pay.

Wellman Cromwell asked about the hours at the Recycling Center. More information will be available after a Recycling Committee meeting.

Wellman requested an agenda be attached to the meetings posted on the calendar on the Town website.

Wellman thanked Deb M for her dedication and hard work.

Jean Ambrose reported that there will be a roadwork day on June 4, 2022, at the Riverwalk area. The Riverwalk Committee is looking for local contractors to donate some time and equipment for this project. An opening event will be planned for the summer.

Kerri Farris made a motion to adjourn at 7:08 p.m. Voted approved: 3-0.



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Respectfully submitted by: _____
Debbie MacInnes, Administrative Assistant Date

Kerri Farris, Selectperson

Mary Jean Ambrose, Selectperson

Jane H Hubert, Selectperson