



## Town of Pittston Select Board Meeting Minutes July 27, 2022

**Board Present:** Kerri Farris, Jean Ambrose, Jane Hubert

**Staff Present:** Deb MacInnes, Sam Snow

**Residents Present:** Vicki Kelley, Guy Kelley, Brooks Randolph, Mike MacInnes, Hope Ricker, Cheryl Peaslee, Jim Lothridge, Jeannie Lothridge, Fred Kimball, Jaimy Snow, Autumn Devries, Linda Hanson, Sharon Gleason, Tony Garvan, Joe Caputo, Linda Caputo, Larry Ireland, Marlene Colvin, Pat Philbrook, Bruce Samuels, Mary Anne Samuels, Rosey Schacht, Leroy Usher, Eleanor Calmes, Sarah Perkins, Wellman Cromwell, Ann Pistell.

**Others Present:** Paul Brown, Chris Corsett

**Via Zoom:** Aaron Moody, Jason Corliss, Jessica Soucy, Amy Cooper, Ray Snider, Linda Campbellton, Mary Lawrence, Joan Hendricks, Jason Farris, Greg Lumbert, Deborah McGee.

1. **Call to Order:** The meeting was called to order by Chair, Kerri Farris at 6:32 p.m.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Review agenda:** Kerri Farris spoke of a questionnaire that is going around town. Because there is no name or specific contact information on the questionnaire/survey, Kerri asked that it be made clear to residents receiving it that this is not generated by the select board. Jean Ambrose stated that she is not in charge of that questionnaire and that it does say at the bottom that it is a citizen group.  
Jean Ambrose added an item on the agenda regarding a staff meeting at her home.  
Kerri Farris added that she would like to put the Select Board meeting videos on the Town website. The Board agreed.
4. **Mil Rate:** A supplemental assessment of personal property for the CMP storage area located at the Pittston Fair Grounds added \$7,416,000 to the total Town assessment of the Town, which will allow the mil rate to drop from 14.2 to 13.75. Jane Hubert made a motion to accept the mil rate of 13.75. Voted approved: 3-0.  
Hope Ricker will share this good news with the Fair Association.
5. **Sam Snow, Road Commissioner:** The bottom of the Pinkham Road culvert has come undone. A picture was provided. This needs to be addressed as soon



as possible. A temporary patch will need to be done before heavy rain comes. St. Germain will need to be contacted to check on the progress of the Pinkham Road culvert grant.

**Action item:** Deb M will email St. Germain.

A culvert on the Warren Road has been changed and a culvert on the Hanley Road will be changed on 07/28/2022.

A scope of work document detailing road preparation for the Palmer Road paving project will be provided to the Town by Sam Snow Construction to be kept on file.

A resident questioned the location of where Sam Snow, Road Commissioner, was digging gravel in the Town Pit. Sam stated that this is to start another lift. Sam stated that there is no material in the back bank.

Kerri Farris asked if we allow dirt bikes to ride in the Town pit. Sam Snow replied that there is a "No trespassing" sign posted at the pit. Jean Ambrose had given Jason Corliss permission to ride when no work was being done in the pit. Sam stated that there are 4-wheelers and dirt bikes in the pit even when work is being done. The Town no longer gives out "Permission slips" to the Town pit. Kerri Farris asked if this would be a good place for one of the Town owned game cameras. Sam stated that he has only one and he needs a charger and a subscription to Spy Bot. No one knows where the charger and the other camera are.

Wellman Cromwell asked if there is any update on the Parker Road damage. No there is not and the Board needs to get back to work on that.

A contractor had his dump truck using the Jewett Road. Kerri Farris had a phone conversation with him and the contractor told her that he was empty coming across and was very careful and doing the speed limit. Sam Snow, Road Commissioner stated that the Jewett Road is posted as "no thru traffic" and has a weight limit that an empty dump truck would exceed. This posting was voted on years ago by the Select Board at the request of the residents on the Jewett Road. Even cars are not supposed to drive "thru". Jane Hubert asked if this posting should be revisited. Sam replied, yes. There will be additional discussion about the Jewett Road.

Kerri Farris questioned Sam Snow in regards to a prepared area in the Town pit. Sam told her that material was used last year.

Ann Pistell discussed the weight posting of the Kelley Road. Ann has property on Rt. 27 and her contractor is going the long way around due to the fact that the Kelley Road is posted. Sam Snow stated that the Kelley Road is posted for over



20 ton originally to prevent a specific contractor from overusing the road. Kerri Farris asked if this posting is relevant now. Sam stated that is a million-dollar question, you could take the posting down and keep an eye on it and if it gets radical again, the posting could go back on. Jane Hubert made a motion to remove the posting of the Kelley Road. Kerri Farris 2<sup>nd</sup>.

More discussion. There is concern for walkers on this road. It is possible to request permission from the Town for overweight vehicles to use the Kelly Road. Ann Pistell asked if her contractor could get permission. Yes. Jane Hubert withdrew her motion.

- 6. DOT report for the Jewett Road:** Paul Brown, from DOT reviewed an inspection that he performed on the Jewett Road (see attached). Mr. Brown stated that pavement should last between 8 to 10 years. Adding an appropriate amount of detail to the town's requests for proposal and specifications of work were discussed. Mr. Brown gave examples of the level of detail that should be in an RFP and provided the Select Board with examples. Mr. Brown's thoughts are that Pittston may have to investigate the base. Mr. Brown gave the Select Board paperwork relevant to gravel roads, paving and engineering behind road work. Mr. Brown stated that trucks do create issues especially if the base is not good. Mr. Brown stated that 2 1/2 inch compacted to 2 inch compacted and then the next year shim, is in the right ball park. Mr. Brown stated that the road is flat. If the road's base is inadequate, a town may use reclaimers, which Mr. Brown explained. Mr. Brown stated that he is a resource for the Town. The Select Board thanked him for coming.

Kerri Farris stated that that during previous discussions, S.W. Cole was the lowest estimate from a firm that would do 5 to 6 test borings. Kerri will contact S.W. Cole for a proposal to do this test and she will provide an update.

- 7. Plowing update:** Jane Hubert has been in contact with Gordon Libby who has given a proposal for plowing Routes 2 and 3. Mr. Libby would take on Route 1 if needed. A discussion was held in regards to Sam Snow not signing his plow contract for Route 1 yet. Kerri Farris stated that she is concerned that Sam told the Administrative Assistant to hold off on the contract instead of speaking with the Board, and that the board was not made aware that the contract was not signed. Sam replied he wanted to see what was going to happen with the board before signing. Kerri stated that not having a signed contract is concerning, particularly since the board accepted Sam's plowing bid in early May, this left the town in a vulnerable position. Sam will read over the contract to make sure it is the same and then will sign. The town does not have a policy stating any time period that a contract must be signed after being accepted. Sam asked what the Libby proposal is. Route 2 is \$210,000 and Route 3 is \$196,000, with no change for the 2<sup>nd</sup> year. Route 1 is \$105,000 and \$112,000 for the 2<sup>nd</sup> year. Sam Snow stated that his bid for Route 1 is plenty adequate to plow this town. The state



rate per mile is \$7,500 for plowing. The Libby rate is \$16,000 per mile. Jane Hubert had a list of references for Gordon Libby, but had not called any of them.

It was decided that Sam Snow, Road Commissioner will work on finding another option for plowing Routes 2 and 3 and will need 2 weeks to do so.

8. **Water District ARPA fund request:** Jean Ambrose had a question in regards to three items on the request, the Standard Operating Plan, Mapping and Service Tie Book and the Asset Management & Capital Improvement Plan. The SOP will allow the back-up Water District Operator to operate using this plan. All three are of these documents are clerically labor intensive. All of these are critical elements for the State PUC rules. A team from Maine Rural Water will draft these documents.
9. **Jean Ambrose question:** Jean Ambrose's question to Kerri Farris was simple: How did you know about the meeting at my house with Deb MacInnes and Deb Barry? Kerri did not reveal her source.
10. **Autumn Devries workshop request:** Autumn is a member of the Appeals Board and would like to attend a workshop on August 25, 2022. Jane Hubert made a motion to allow Autumn to attend this workshop. Voted approved: 3-0.
11. **Required Municipal Recycling Report:** Ann Pistell will submit this report.
12. **ADT questions:** Kerri Farris called ADT and was told that someone has remote access to the security system. Deb M explained that it is probably her work computer. No board members were aware of anyone having remote access to the security system. Kerri is going to have a test email sent.
13. **Tax Collector/Treasurer/Office Supervisor job description:** Jane Hubert and Kerri Farris attended a Personnel Committee meeting where this job description was discussed. Kerri stated that the committee made a suggestion to modify a small part of that job description that says human resource and personnel documentation is to be submitted to the Select Board. Vicki Kelly, member of the Personnel Committee stated that there was more to it than that.  
  
Jane Hubert made a motion to modify tax collector/treasure/office supervisor job description. Kerri Farris 2<sup>nd</sup>. Jean Ambrose does not agree with this. This topic was discussed at a work session. At that time, the board unanimously agreed to move forward with the supervisory role. Kerri Farris stated the board needs to be able to depend on board discussions. Jeannie Lothridge asked why this supervisor position was added to an already busy position. Jane Hubert read a letter she had prepared that explained her thoughts on the Personnel Committee



meeting and reasons that this position was added. Cheryl Peaslee, Chair of the Personnel Committee and Vicki Kelley, member of the Personnel Committee said Jane's version of the Personnel Committee meeting were not accurate. Motion approved: 2-1.

14. **Scheduling Tax Collector/Treasurer/Office Supervisor interviews:** Kerri Farris will set up interview times and will include the Personnel Committee.
15. **Meeting for Audit report:** Kerri Farris has questions about the audit report and would like Purdy Powers to meet with the Select Board. Questions will be drafted and a date will be scheduled.
16. **Discuss Special Town Meeting for ARPA Funds:** A Special Town Meeting will be held to release ARPA funds for updates to the East Pittston Water District and gravel for the River Walk. This meeting will also ask for \$100 to be released to the Spirit of America Foundation. The warrant can be signed at the Select Board meeting of Augusta 3, 2022 and the Special Town meeting may be held on August 17, 2022. Deb Barry, Town Clerk will find a moderator.
17. **Approve and sign accounts payable/payroll warrants:**  
Jean Ambrose made a motion to approve preview warrant #31 in the amount of \$23,362.43. Voted approved: 3-0.  
Jean Ambrose made a motion to approve payroll warrant #3022 in the amount of \$2,630.13. Voted approved: 3-0
18. **Approve Select Board meeting minutes of July 13, 2022:** Jean Ambrose made a motion to approve the Select Board minutes of July 13, 2022. Voted approved: 3-0  
  
Jane Hubert made a motion to adjourn at 9:14 p.m. Voted approved: 3-0.

---

Kerri Farris, Selectperson

---

Mary Jean Ambrose, Selectperson

---

Jane H Hubert, Selectperson