

**Town of Pittston Select Board Meeting Minutes
November 30, 2022**

Board Present: Kerri Farris, Jean Ambrose, Jane Hubert

Staff Present: Deb MacInnes, Sam Snow, Sarah Perkins

Residents Present: Wellman Cromwell, Pat Philbrook, Joe Caputo, Laura Moody, Mike Salonen, Todd Lindstrom, Susan Tardiff.

Via Zoom: Jessica Soucy, Deb Barry, Linda Caputo, Mike McCaslin, Ray Snyder, Amy Cooper, Greg Lumbert, Jaimy Snow.

1. **Call to Order:** The meeting was called to order by Chair, Kerri Farris, at 6:30 p.m.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Review Agenda:** Two items were added to the agenda. They were forestry plan and insurance claim.
4. **Current Road Work:** Sam Snow, Road Commissioner stated that Davis Paving paved some driveways on the Blodgett Road. When they were finished paving, they spread the leftover pavement on one lane of the unpaved Blodgett Road. Sam stated that it is a mess and this part of the Blodgett Road would not be able to be graded this way. Sam stated that a letter or phone call to Davis Paving should be made requiring them to take up that pavement.

Action item: Jane Hubert will call Davis Paving.

5. **Insurance claim:** The Select Board has been in contact with the town attorney and MMA. The town can and will file an insurance claim in regards to the Jewett Road. It was stated that this is the first step in moving forward with the Jewett Road situation.
6. **Sign Loader Contract:** The rental of Sam Snow Construction, Inc's loader was discussed. Section #5 in regards to insurance was discussed further. Kerri Farris still doesn't think there is enough information or clarity in this section in regards to what the Town is responsible for and what SSCI is responsible for. More work will be done on section #5. Minor additions or deletions were made to a few other sections. The reason that a loader is needed at the sand/salt shed is to load the plow trucks. Sam Snow and Jean Ambrose stated that the town has a 30-year-old loader that is not reliable enough to use during storms. The town needs a loader on site and in the event that there are three different contractors plowing the three routes, there can only be one loader. The Town used to rent from Beauregard Equipment, who stopped renting out loaders a number of years ago. This did not go out to bid but may go out to bid next year.

7. **Deputy Town Clerk:** Jean brought to the table, to again discuss, the position of the Deputy Town Clerk. Kerri Farris would want the Town Clerk to discuss with the Select Board this position. Jane Hubert feels more discussion is necessary before appointment papers are signed.

Action item: To have the Town Clerk discuss with the Chair of the Select Board a time convenient for this discussion.

8. **One addition to PB Secretary job description by the Personnel Committee:** The Personnel Committee wants to add to the Planning Board Secretary job description one item. Under "Essential Duties and Responsibilities" "May act as liaison between the planning board and the code enforcement officer", add "and the Appeals Board". Jane Hubert made a motion to add "the Appeals Board". Motion approved: 3-0.

9. **Policy Review:** There is nothing to review. Moving forward it was suggested to use one electronic copy with track changes when the Board is working on a policy.

10. **Forestry Plan:** Andy Schultz sent an estimate to the Select Board to do the forestry work on the Town owned land at the sand/salt shed and the River Walk property. It may be a two-year process. The estimate is for \$6,500. Kerri Farris wants to make sure that the harvesting will cover the costs of the forester. Jean Ambrose stated that Andy Schultz is working on an estimate of the value of the wood that would be harvested.

11. **Approve & sign accounts payable/payroll warrants:** Jean Ambrose made a motion to approve preview warrant #49 in the amount of \$239,763.25. Motion approved: 3-0.

Jean Ambrose made a motion to approve payroll warrant #4822 in the amount of \$3,577.47. Motion approved: 3-0.

12. **Treasurer's Report:** The Select Board and the Treasurer looked at a draft copy of the warrant for the March Town Meeting. Items discussed were: budget, surplus, the warrant articles, long range planning, the ambulance article, Hatch Hill, recycling and the revaluation.

Sarah Perkins, Tax Collector/Treasurer, stated that there is a need for food snacks at the Pittston Randolph Consolidated School. Sarah would like to do a

Snack Drive at the Town Office. The Select Board thinks this is a great idea.

13. **Sign November 9, 2022 SB minutes:** The Select Board signed the November 9, 2022 Select Board meeting minutes.

A letter for the abutters of the North Tyler Road were signed except for one that the names will be changed from Mr. and Mrs. to each given name.

14. **Approve SB minutes of November 16, 2022:** Jane Hubert made a motion to approve the Select Board meeting minutes of November 16, 2022, as corrected. Motion approved: 3-0.

15. **Work Session on December 1, 2022:** The Select Board will not meet.

Kerri Farris made a motion to adjourn at 8:44 p.m. Motion approved: 3-0.

Kerri Farris, Selectperson

Mary Jean Ambrose, Selectperson

Jane H Hubert, Selectperson