



## Town of Pittston Select Board Meeting Minutes July 13, 2022

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

**Staff Present:** Deb MacInnes

**Residents Present:** Steve Costello, Fred Kimball, Sharon Gleason, Tony Garvan, Joan Garvin, Sarah Perkins, Wellman Cromwell, Jim Lothridge, Adam Winchenbach, Ben Kelley.

Via Zoom: Amy Cooper, Jessica Soucy, Ray Snider, Aaron Moody, Autumn Deveries, Greg Lumbert.

1. **Call to Order:** The meeting was called to order by Chair, Kerri Farris at 6:31 p.m.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Review agenda:** There were changes to the agenda. Chief Josh Johnson is unable to attend. Sam Snow, Road Commissioner is unable to attend. Two items added were a discussion to have a Select Board meeting on July 27, 2022 and a discussion in regards to solid waste.
4. **Sign CMP Pole Permit:** A pole permit for a location on the Old Cedar Grove Road was reviewed. Deb MacInnes had conversations with CMP, Sam Snow, Road Commissioner, and the property owner. All were in agreement with the location of the pole. The Select Board signed the permit.
5. **Review LRAP paperwork:**  
The Local Roads Assistance Program paper was reviewed and signed. This paperwork accounts for fiscal year 2022 LRAP funds of \$39,172 expenditure for capital improvements: The LRAP payment for fiscal year 2023 will be \$38,960.
6. **Plowing updates:** Jane Hubert gave an update on finding a plow contractor. Jane has been in contact with Gordon Libby. Mr. Libby asked the following questions:
  - What about loading trucks?  
Response: A loader is provided at the sand/salt shed.
  - Does the Town use straight salt on any roads?  
Response: No. A brine solution is used on only Route 194.
  - Is a bond required?  
Response: No. The reason is because the plowing for Pittston is broken down to three routes and payments are held for month to cover costs if there is failure in performance.
  - Will a bond be required if Mr. Libby were to bid on both routes?  
Response: No.



Jane Hubert went on to say that Mr. Libby stated that Route #2 and Route #3 are more cumbersome to plow.

Jane Hubert stated that the plow contract for Sam Snow Construction has not been signed yet. Sam Snow had told Deb MacInnes to hold off on it. The Select Board would like this contract signed as soon as possible.

During a phone conversation, Gordon Libby told Jane Hubert that he could plow Route #2 and Route #3 for #200,000 each. Mr. Libby has plowed Chelsea in the past.

Kerri Farris stated she spoke with a contractor and heard again that contractors do not want to do business with the Town of Pittston.

Jean Ambrose stated they should speak with Sam Snow, Road Commissioner, about this. Jane Hubert stated she thought the price was reasonable for plowing.

Fred Kimball stated that the next step should be to get a proposal from Mr. Libby and have a discussion with Mr. Libby after that. Kerri Farris stated that the proposal is clearly over budget, the total plow budget is \$330,000. Kerri asked for the proposal in writing and references. Jim Lothridge stated that the price may be up for negotiation.

**Action item:** Deb M will prepare the plow contract for Sam Snow Construction.

Jane Hubert will write a letter to Gordon Libby and delivery it to him.

7. **Review and sign Mutual Aid Agreement:** Chief Josh Johnson has reviewed this agreement. Jean Ambrose stated it is a standard agreement. The Select Board signed the agreement.
8. **Approve Select Board meeting minutes of June 29, 2022:** Jane Hubert noted that the minutes were done correctly and added that she has never told anyone to shut up and she took offense to that. Kerri Farris made a motion to approve the minutes of June 29, 2022. Voted approved: 3-0.
9. **Set the mil rate:** 2021 mil rate was 14.1. Kerri Farris made a motion to have the mil rate 14.2. Discussion:

The choices for 2022 suggested by Ellery Bane, Assessors' agent, including the amount of overlay are: 14.2 with a \$24,000 overlay, 14.3 with a \$46,000 overlay and 14.4 with a \$67,800 overlay.



The surplus and reserve accounts were discussed. Kerri Farris stated that there has been a 90% collection rate of taxes and because the town's surplus accounts are healthy she would not support anything more than 14.2 mil rate.

Jim Lothridge asked if 14.2 would accommodate the school budget and Kerri stated yes, based on the assessor's 2022 municipal tax rate calculation. Voted approved: 3-0.

10. **Tax book storage cabinet in cellar improvement:** Joyce and Mike McCaslin have offered to build and install new shelves for tax book storage in the cellar for the material cost of \$150 and labor is free!!! Jane Hubert made a motion to have Joyce and Mike McCaslin build and install these shelves. Voted approved: 3-0
11. **Solid waste rate changes:** Jane Hubert reviewed an email stating that two new regulations were passed that have an increase in DEP waste handling. Demolition rate change is from \$1 to \$2 per ton and in June the CDD fee increase is from \$2 to \$5. The sticker price will stay the same. Haulers may pass the extra charge on to their customers.
12. **July 20, 2022 Select Board meeting?:** There is no Select Board meeting scheduled for next week. Jane Hubert asked if there should be. Jean Ambrose stated no, she has made plans. Kerri Farris said that she may have the DOT report in regards to the Jewett Road by the end of this week. Jane Hubert stated that no work should be done on the Jewett Road until after the report comes. Jean Ambrose replied that Sam Snow, Road Commissioner, had not planned any work on the Jewett Road. When Kerri Farris receives the report, she will forward it to Jane and Jean. Kerri also stated that Sam Snow signing his plow contract is urgent and that there would be enough to discuss to warrant a meeting next week. Jean stated that she felt the Jewett Road DOT report and the signing of the Sam Snow plow contract could wait for another week. Fred Kimball stated that people have already filled in the schedule and he suggested to continue to skip next week and not add a Select Board meeting. The Board decided not to add a meeting for July 20, 2022.
13. **SB work session 7/14/2022:** There will be a Select Board work session on Thursday July 14, 2022 at noontime.
14. **Notice from Town Clerk, Deb Barry:** Deb Barry explained to the Select Board that she had spoken with Ellery Bane, Assessors' Agent, in regards to the date Ellery is available to be in Pittston to start work on tax bills. Ellery is available on July 21, 2022 or August 2, 2022. The Select Board chose July 21, 2022.



15.

**16. Staff request for a day off:** Jane Hubert stated that Deb Barry, Town Clerk, has requested to have August 12, 2022 as a vacation day. Kerri Farris asked how they can make that happen with only two staff members. Jean Ambrose and Jane Hubert both stated that they could be at the Town office for part of that day.

**17. Recycling Substitute Agent:** Jane Hubert reported that someone has presented a letter of interest in applying for the substitute position. Jane will schedule a meeting with the applicant.

**18. Approve and sign accounts payable/payroll warrants:** Jean Ambrose made a motion to approve preview warrant #29 in the amount of \$35,971.50. Voted approved: 3-0.

Jean Ambrose made a motion to approve payroll warrant #2822 in the amount of \$2,374.85. Voted approved: 3-0. The Fire Department payroll will be coming soon.

**19. Executive Session Personnel Matters 1M.R.S.A.§405(6)(A):** Jane Hubert made a motion to go into Executive Session at 7:38 p.m. Voted approved: 3-0.

Executive Session ended at 8:15 p.m.

The Select Board meeting ended at 8:16 p.m.

Respectfully submitted by: \_\_\_\_\_  
Debbie MacInnes, Administrative Assistant      Date

\_\_\_\_\_  
Kerri Farris, Selectperson

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Mary Jean Ambrose, Selectperson

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Jane H Hubert, Selectperson