



Town of Pittston Select Board Meeting Minutes December 14, 2022

Board Present: Jean Ambrose, Jane Hubert and Kerri Farris, via phone.

Staff Present: Deb MacInnes, Sam Snow, Sarah Perkins, Chief Josh Johnson and Deb Barry

Residents Present: Sarah Hubert, Jim Lothridge, Jeanne Lothridge, Joe Caputo, Tony Garvan, Susan Tardiff, Sharon Gleason, Cheryl Peaslee, Calvin Lawrence, Todd Lindstrom and Mike Salonen.

Budget Committee members: Lynette Eastman, Tim Lawrence, Paula Work, Hope Ricker. (Sam Snow and Sarah Perkins are also on Budget Committee)

Via Zoom: Jessica Soucy, Linda Caputo, Mike McCaslin, Ray Snider, Amy Cooper and Jaimy Snow.

6:00 Special Town Meeting: Town Clerk, Deborah Barry called the meeting to order. Jim Lothridge was elected as moderator. The purpose of this meeting was to see if the Town would vote to release \$74,495 from the ARPA savings account for the purpose of upgrading the Pittston Fire Department existing communication systems and to see if the Town would vote to release \$6,282.30 from the ARPA savings account for the purpose of purchasing three fire proof cabinets to protect the Town's vital records. Any unspent monies will be returned to the ARPA savings account. Both articles passed.

1. **Call to Order:** The Select Board meeting was called to order by Jean Ambrose at 6:48 p.m.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Budget Committee:** There were three members of the budget committee that were not in attendance. No public notice was given for the budget committee meeting, though it was posted on the agenda that was listed on the town website. Therefore, the committee did not vote on the warrant articles. The next budget committee meeting will be scheduled for January 5, 2022.

Action item: Jean Ambrose will contact Steve Costello, Chair of the Budget Committee to discuss the proposed January 5, 2022 meeting date.

The warrant articles were reviewed. There was a question in regards to unspent money in this year's paving budget of over \$130,000 That unspent money will go to excise tax reserve.

Digital mapping will be researched for 2024 at the request of the Alternate Code Enforcement Officer.



A project for the Personnel Committee, Budget Committee and Select Board, will be a discussion in regards to salaries of all employees and criteria for raises.

Paula Work reported that the Appeals Board is working on a document that states how the Appeals Board should preform best practices.

There was an increase in the retirement plan for the three office positions. The town match is currently at \$43.33 per week and the request for the increase for that benefit is \$50.00 per week.

4. **Current Road work:** Sam Snow, Road Commissioner, reported that the sand bin is full and the gate will be unlocked.

The Palmer Road scope of work was given to the Select Board for town records.

Sam Snow reported that he did not receive a phone call from Davis Paving in regards to the pavement on the Blodgett Road that they placed there. Sam stated that he feels the pavement should be out of the town right-of-way. There is a triangle in the road that the grader and plow will catch on. Jane Hubert stated that Davis Paving did call Sam, she also went out to the Blodgett Road and did not see a problem with the road. Jane gave Sam the phone number for Davis Paving so that he can call Jeff Davis.

5. **Loader Contract:** Jane Hubert called 2 rental companies and talked with one insurance agent to inquire about who is responsible for a piece of rented equipment. Two companies stated that the town would be responsible and one stated the contractor is responsible. Jane would like Sam Snow Construction, Inc., to keep a log for when the loader leaves the sand/salt shed and to log and notify the office if there is any damage before anyone moves the loader off site. Jane Hubert and Jean Ambrose will work on this contract to have ready for signing next week.
6. **Approve & sign accounts payable/payroll warrants:** Jean Ambrose made a motion to approve preview #51 in the amount of \$18,320.17. Motion approved: 2-0-1.

Jean Ambrose made a motion to approve payroll warrant #5122, run #1, Fire Department, in the amount of \$18,320.17. Motion approved: 2-0-1.

Jean Ambrose made a motion to approve payroll warrant #5122, run #2, in the amount of \$3,540.43. Motion approved: 2-0-1.




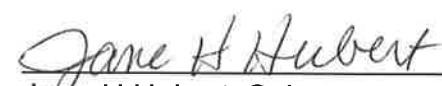
7. **Treasurer's Report:** There was no report. Items were covered in the Budget Committee section.
8. **Approve SB minutes of November 30, 2022:** Jane Hubert read what she wrote for section #7, Deputy Town Clerk. This change was accepted. Jean Ambrose made a motion to approve the minutes of November 30, 2022 contingent upon changes and corrections. Motion approved: 3-0. These minutes will be signed next week.
9. **Approve SB minutes of December 7, 2022:** Edits were made to the minutes that will be made for the next Select Board meeting.

Jane Hubert discussed the safety issue at the Recycling Center where the water collects at the last bin and becomes very icy.

Action item: Deb MacInnes will contact Sam Snow to request that he go look at that area at the Recycling Center to see what could be done.

10. **Work Session on December 15?** There will be no work session.

Jean Ambrose made a motion to adjourn at 8:25 p.m. Motion approved: 3-0.

 Kerri Farris, Selectperson	<u>12-28-22</u> Date
Mary Jean Ambrose, Selectperson	Date
 Jane H Hubert, Selectperson	<u>12/28/22</u> Date

