

**ALL BUSINESS ITEMS MUST BE SCHEDULED ON THE AGENDA THE WEDNESDAY PRIOR TO THE TOWN MEETING IN ORDER TO BE HEARD.**

**May 18, 2026**

**7:00 PM**

**AGENDA**

- 1) Call to Order
  - Pledge of Allegiance
- 2) Approval of the Minutes of April 20, 2026
- 3) Town Treasurer's Report of Balances of General and Utility Accounts
- 4) Department of Public Safety
  - a.) Fire/EMS Report
  - b.) Police Report
  - c.) Code Enforcement Report
- 5) Department of Public Administration
  - a) Town Manager's Report
  - b) Department of Public Works
  - c) Department of Public Utilities
  - d) SOS Quarterly WTP Operations Report
- 6) Town Engineer Report – Robert Duma
- 7) Old Business
  - None
- 8) New Business
  - Consideration of Ordinance #2026 -01“An Ordinance of the Town of Pittsville to Adopt the Fiscal Year 2027 Municipal Operating Budget Commencing July 1, 2026 and Ending June 30, 2027/INTRODUCTION
  - Consideration of Appointment a Member to the Pittsville Economic Development Commission
  - Discussion on FY 27 Budget Public Hearings, Work Sessions, and Final Meeting to Adopt
- 9) Town Commission/Committee Reports and Commissioner/Public Comments
- 10) Adjournment of Meeting

**The Town Commissioners reserve the right to close a portion of this meeting as authorized by Section 3-305(b) and Section 3-104 of the General Provisions Article of the Annotated Code of Maryland**

*Next Meeting Date- TBA, 2026*

**Please note that Under Public Comments, limit all public comments to three (3) minutes or less, any written material may be presented to the Town Commissioners. Any derogatory remarks, personal attacks, obscene language, or disruptive behavior will not be tolerated and will upon order from the Presiding Officer be grounds for removal of the individual from the meeting.**

**TOWN OF PITTSVILLE**  
**Town Commissioners Town Meeting Minutes**  
**April 20, 2026**

**PUBLIC HEARING**  
**“ Maryland Community Development Block Grant Program”**  
**2<sup>nd</sup> Hearing/WTP Phase IV Upgrade Project**

The Town Meeting for April 20, 2026 was called to order by Town Commission President Sean McHugh at 7:00 pm. In attendance were Town Commission Vice-President Roland Adkins as well as Commissioners, Michael O'Brien, David Carozza and Bethany Miller. Also in attendance were Town Manager Joe Mangini, Town Attorney Erica Witz, Chief of Police Robert Harris, and Town Engineer Rob Duma. The Director of Public Works, Dale Monroe, was also in attendance. Chris Gee was there to represent Singh Operational Services. The Pledge of Allegiance was recited by all.

**PUBLIC HEARING**

The first order of business was the “Maryland Community Development Block Grant Program” and the required the 2<sup>nd</sup> Public Hearing/WTP Phase IV Upgrade Project. Commission President McHugh turned the floor over to Town Manager Joseph Mangini. He stated that hearing was required due to the Block Grant Funds, to show how they were used. He stated that the \$800,000.00 in CDBG funds were used towards the WTP Upgrade, initially to keep the contractor on site. The Town also received 1.5 million dollars in State Grant funds, and the remaining cost of the 2.7 million dollar project is being covered by a very low interest loan. He then deferred to Town Engineer Rob Duma for comment. He added that although this has been a complex project, taking longer than anticipated, that they are in the home stretch. Completion is anticipated within the next month. He did praise how well all entities involved had worked smoothly together to accomplish the upgrade. All present were required to sign in to show attendance at the Public Hearing. There were no public questions, so Commissioner Adkins made a motion to close the Public Hearing, seconded by Commissioner Carozza. The attendance roster is attached.

**Regular Town Meeting**

**MINUTES**

The minutes of the town meeting held on March 16, 2026 were reviewed, with a motion by Commission Vice-President Adkins to approve and a second by Commissioner Carozza. Motion was approved.

## **TOWN TREASURER'S REPORT**

Town Commission President McHugh read into the record the General Fund Operating bank balance with a starting balance of \$164,065.14 and ending balance of \$66,599.84. Motion to approve by Commissioner Carozza, with a second by Commissioner O' Brien. Motion carried. General Operating account was approved.

Town Commission President McHugh then read into the record the Utility Operating Account balance with a starting balance of \$269,870.42 and an ending balance of \$200,660.36. Motion to approve by Commissioner Carozza and seconded by Commissioner Miller. Motion carried. Town Commission President McHugh also read into the record the total bank fund balances and MLGIP investment account. (both attached)

## **PUBLIC SAFETY REPORTS**

### *Fire/EMS*

Tad Farlow gave the public safety report. There has been 79 calls year to date. They are waiting for the County EMS Budget to be released for staffing issues. The fire company wants to have paid EMS workers on duty overnight to speed up response times. He stated that the fire truck that was ordered is now in production. It will take another 2-3 months to be finished. There is extensive wiring to be done. There are pictures of it in production on the Fire Department website. Bingo is now taking place again. As of today, April 20, 2026 there is a 7 day burn ban in effect due to dry conditions and winds.

### *Police*

Chief Harris gave his report, which included 182 speed camera violations, 2 cases of malicious destruction of property, 4 assists for Fire and EMS. There were also 4 traffic stops. There was 1 special assignment, a juvenile complaint that was a theft. There was one CDS violation, one abandoned vehicle, as well as one lost property.

### *Code Enforcement*

Town Manager Mangini reported that since we are getting into the grass cutting season so that he will be monitoring that for violations. Two letters were issued regarding building without a permit; both have been rectified. The big news on the mold remediation at the apartments is that mold remediation has begun. We have been apprised that in one apartment remediation is complete, and that the second will follow. The deadline for completion of this work is April 30, 2026, otherwise their rental licenses will be rescinded.

## **PUBLIC WORKS**

Chris Gee from Singh Operational Services gave his report regarding the WTP. His report included the gallons of water used in the last quarter, as well as bacterial testing reports, and where this stand with the equipment that is online, and offline, and expectations of repair completion.

Public Works Director Dale Monroe reported that they are working on the north side of the ditch on Pitts Avenue. The south side will follow Wednesday, or next week if there is rain. Director Monroe presented a proposition for rehabbing the ditches lift station because 6 pumps have burned up in the last month due to the inability of the current one to process the wipes coming through. Blacktopping is taking place in necessary places, as well as the road work that will start Wednesday April 22, 2026. There has been some damage in Strawberry Village (a 350 ft. section) due to the weather this winter that will need repair. There was discussion about the lift station and the proposed pump's ability to handle the load, electrical upgrades and cost effectiveness. Vice -President Adkins made a motion to accept the presented Tri-State quote for \$16,114.24, and it was seconded by Commissioner Carozza. The motion was approved.

## **TOWN MANAGER'S REPORT\***

\*Attached is the Town Manager's monthly activities report.

## **TOWN ENGINEER'S REPORT**

Town Engineer Rob Duma reported that the Water treatment plant work is wrapping up. Roadway Improvement is set to start on Wednesday April 22,2026. He has not heard from the USDA regarding the WWTP study. Last month the water meter quotes were completed with the equipment ordered. The WWTP and Cemetery survey work has been done in the field, with office research still ahead. Last month Mr. Duma visited Pittsville Ford Pro Elite, and has made suggestions to prevent parking near the hydrant. The Town Manager has contacted Pittsville Ford, and the fire hydrant is now clearly marked "No Parking".

## **OLD BUSINESS**

Commission President McHugh announced that there was no old business.

## **NEW BUSINESS**

President McHugh presented a 2026 Chevrolet Colorado pick-up for consideration of purchase. This information was presented to him by Superintendent of the WWTP Sean Triplett, at his request. It would replace the current WWTP vehicle that is aging out, and has dependability issues. President McHugh requested that he include along with the purchase price, the accessories to make it a working Town vehicle. The cost would be about \$50,000.00. President McHugh made a motion to discuss the purchase of the vehicle, and it was seconded by Commissioner Carozza. There was extensive discussion on price and options for purchasing a vehicle for the WWTP exclusively. All were in agreement that a vehicle is necessary, but would like more research first, with more options. A motion to table the vehicle purchase discussion was made by President McHugh, and seconded by Commissioner Carozza.

**TOWN COMMISSION/COMMITTEE REPORTS/TOWN COMMISSIONERS/PUBLIC COMMENTS**

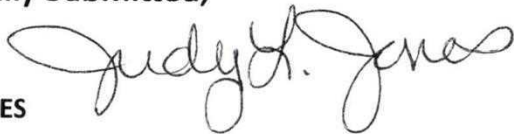
Commissioner Carozza gave an update on the Strawberry Festival, Dale Monroe has ordered the picnic tables, tents are ordered, as well as portable toilets. Volunteers are showing up to help, and the next meeting is April 28, 2026 at 5:30. Town Manager Mangini announced that we will have a Strawberry Festival mascot present-Strawberry Sam!!

President McHugh made a motion to go into closed session to discuss some in house items, such as employment and contractual items with legal counsel. This was seconded by Commission Vice-President Adkins. After the completion of the closed session, Vice-President Adkins made a motion for adjournment, seconded by Commissioner O'Brien. Meeting was adjourned.

**TOWN OF PITTSVILLE**

**Town Commissioners Town Meeting Minutes  
April 20, 2026**

**Respectfully Submitted,**



**JUDY L. JONES  
Town Clerk**

***The next regular monthly meeting will be on May 18, 2026 commencing at 7:00 pm at Town Hall***

**APPROVED:**

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**Sean McHugh, President**

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**Roland Adkins, Vice President**

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**Bethany Miller, Town Commissioner**

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**Michael O'Brien, Town Commissioner**

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**David Carozza, Town Commissioner**

PITTSVILLE TOWN COMMISSIONERS  
Community Development Block Grant  
2<sup>nd</sup> Public Hearing  
20 Apr 26

Attendance Roster

~~John Peter~~  
~~John Peter~~

Dale M...

~~Don~~  
~~Don~~

Susan Channett

Mike Scott

Christy Gee S.O.S

Rob Duma DBF

TAD FARLOW PUF D

**TOWN OF PITTSVILLE**  
**Fund Balances**  
**As of 16 Apr 26**

**GENERAL FUND**

1) Operating Account: \$252,460.00

*The following accounts are restricted for designated, specific purposes*

2) Capital Improvement Account: \$35,180

3) Highway User Fee Account: \$376,089.00

4) Speed Camera Account: \$1,169.00

5) Reserve Account: \$ 535,387.00

**TOTAL: \$ 1,203,285.00**

MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP  
As of 8 Apr 26

INTEREST RATE: 3.68 as of 8 Apr 26

INVESTMENT INCOME/FY 26

	Monthly	Year to Date/YTD
General Fund:	\$3,052.82	\$30,047.67
Water Fund:	\$ 915.85	\$8,984.30
Sewer Fund:	\$2,136.98	\$21,033.36
Grand Total:	\$6,105.65	\$60,065.33

**Interest Earned Per Month:**

July 2025:	\$7,383.34	January 2026: \$6,664.75
August 2025:	\$6,004.33	February 2026: \$5,548.92
September 2025:	\$6,638.20	March 2026: \$6,105.65

**1<sup>st</sup> Quarter/FY26: \$20,085.87**

**3<sup>rd</sup> Quarter: \$18,319.52**

October 2025:	\$7,593.53
November 2025:	\$7,075.05
December 2025:	\$7,081.56

**2<sup>ND</sup> Quarter/FY26: \$21,750.14**

**1<sup>ST</sup> Half/FY26: \$41,836.01**

**Total Interest Income since Inception (18 Apr 23): \$289,181.51**

**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")  
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

*with Instructions*

**Instructions to presiding officer:** To meet in a closed session under the Act, the public body must first meet in open session, after providing proper notice. Make sure that the open session is attended by a member designated to receive open meetings training. If a designated member cannot attend, complete the Compliance Checklist.<sup>1</sup> If the public body has never designated a member for training, it must do so **before closing the session**.

Before closing the session, take two steps: (1) conduct a recorded vote on a motion to close; and (2) make a written "closing" statement. If the public body might return to open session afterwards, be sure to tell the public that. During the closed session, keep the discussion topics within the confines of the closing statement. After the closed session, the events of the closed session must be disclosed in the next open-session minutes.

The top part of this form is a model closing statement. **It has two sides. Before closing the open session, complete items 1 through 4 on this form or in any writing with the same information.** If someone pre-prepared the form for you, make sure it reflects the public body's own intended topics and reasons for closing the meeting. A member of the public may inspect the closing statement at the time of the closing and may object to the decision to close the meeting. Once the meeting is closed, the closing statement sets the agenda and may not be changed.

The bottom part of the form is a worksheet that provides a checklist of the disclosures that must be made in the next open-session minutes. The worksheet is not part of the closing statement.

**1. Recorded vote to close the meeting:** Date: 4/20/2026; Time: 8:02 PM; Location: Pittsville Town Hall;  
Motion to close meeting made by: Sean McHugh; Seconded by Roland Adkins;  
Members in favor: All; Opposed: -;  
Abstaining: -; Absent: -

**2. Statutory authority to close session (check all provisions that apply):**

**This meeting will only be closed under the provision or provisions checked below, all from General Provisions Art. § 3-305(b):**

- (1)  "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2)  "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3)  "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4)  "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5)  "To consider the investment of public funds"; (6)  "To consider the marketing of public securities"; (7)  "To consult with counsel to obtain legal advice"; (8)  "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9)  "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10)  "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11)  "To prepare, administer, or grade a scholastic, licensing, or qualifying

<sup>1</sup> [http://www.marylandattorneygeneral.gov/OpenGov%20Documents/Openmeetings/COMPLIANCE\\_CHECKLIST%20.pdf](http://www.marylandattorneygeneral.gov/OpenGov%20Documents/Openmeetings/COMPLIANCE_CHECKLIST%20.pdf)

examination"; (12)  "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13)  "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14)  "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process"; (15)  "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to" (i) "security assessments or deployments relating to information resources technology"; (ii) "network security information," such as information that is related to passwords, personal ID numbers, access codes, encryption, security devices, or vulnerability assessments or that a governmental entity collects or maintains to prevent, detect, or investigate criminal activity; or (iii) "deployments or implementation of security personnel, critical infrastructure, or security devices."

3. For each provision checked above, the corresponding topic to be discussed and the public body's reason for discussing that topic in closed session, in as much detail as possible without disclosing the information that may be discussed behind closed doors:

Citation (insert # from above)	Topic We expect to discuss these matters:	Reason for closed-session discussion of topic - We are closing the meeting to discuss this topic because:
§ 3-305(b) <input type="checkbox"/>	Contractual obligations and pending litigation	Matters to be discussed are privileged
§ 3-305(b) <input type="checkbox"/>		
§ 3-305(b) <input type="checkbox"/>		
§ 3-305(b) <input type="checkbox"/>		

4. This statement is made by Sean McHugh, Presiding Officer.

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**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION THAT MUST BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN SESSION (§ 3-306)(c)(2) or § 3-104**

For meetings closed under an exception, as disclosed above:

Time of closed session: 8:02 pm Place: Pittsville Town Hall

Purpose(s): \_\_\_\_\_

Members who voted to meet in closed session: All members

Persons attending closed session: Commissioners, Town Manager Joe Mangini, Town Attorney Erica Witz, Town Engineer Rob Duma

Authority under § 3-305 for the closed session (see chart above): 3-305(b)(7)

Topics actually discussed: Contractual obligations & pending litigation

Each action Taken: No official action

**TOWN MANAGER MONTHLY MEETING REPORT**  
**20 Apr 26**

**LEGISLATION**

- No legislation pending this month.

**BOARDS/COMMISSIONS/COMMITTEES APPOINTMENTS**

- We still have an open position on the Pittsville Economic Development Commission to fill.

**CITIZEN COMPLAINTS**

- None

**FINANCE**

- You have in your town meeting packets the 3<sup>rd</sup> Quarterly Report on the FY 26 budget for review
- Ana and I have worked on and completed the draft Town Administration FY 27 budget which will now go to the Town Commission President for review, edit, and approval before formal introduction at the 18 May 26 town meeting. It will be the Town Commission President's decision when to start holding "budget" work sessions
- The State Legislative Session formally closed on Monday 13 Apr 26 and I have no word yet on what was allocated for the Town Manager/Circuit Rider Program. However, the Town Commission President has forwarded to DHCD the Town's intent to continue in the TMCR program as the "sponsoring" agency along with our sister partnering Towns of Sharptown and Willards. Along with that, the Town Commission President has also sent a letter to the Presidents of both Towns requesting they contribute a local share of financial assistance to the circuit especially due to the potential reduction in the grant allocation. Once I receive the grant application, I will prepare on behalf of all 3 Towns the grant application and will request \$50,000 in grant funds and hope for the best.  
-After Ana and I meet with the Town Commission President, I will prepare the budget address and message to include recommendations on potential increases along with a separate "Capital Improvement Budget/CIB" for each fund which will include grant funds, revenue, and expenses.
- Ana has submitted 19 properties to the County to include in the annual tax sale

As an aside, this week we had an inquiry regarding the water charge for using a water slide at the park. So, in order to determine a proper user fee rate, I checked the daily usage of a water slide and upon my research and investigation determined the following:

**For each residential equivalent dwelling unit (EDU) in the Town of Pittsville, the charge to the user on a daily basis is \$1.05 for water, \$1.01 for sewer, and \$.44 for trash removal which comes to a grand total of \$2.50 per day for utility services provided by the Town. Just "food for thought"!**

## **PLANNING/ZONING**

There was no Planning/Zoning Commission meeting this month since no business to conduct. However, this past month we issued 3 building permits for new residential homes in the new approved subdivisions along with the newly approved fire/emergency services impact fee. Total of building permits issued to date is 19 with fees totaling \$8,582.20. I anticipate possibly another 5 building permits for new homes before the end of the fiscal year.

## **PITTSVILLE ECONOMIC DEVELOPMENT COMMISSION**

There was no business to conduct this month so the April meeting has been cancelled. REMEMBER, though, we do have an open position to fill.

## **PUBLIC WORKS**

Dale to update

## **TOWN ENGINEER**

Rob to discuss, present, and update.

## **PERSONNEL**

Nothing to report

## **COMMUNITY ACTIVITIES**

Commissioner Carozza will present news/updates on the Strawberry Festival.

Bulk pick up day went very well.

***Administrative Professionals Day is Wednesday, 22 Apr 26. I want to personally thank Judy and Ana for all their hard work, dedication, and support during the past year and wish them both a "wonderful" day. Unfortunately, since not an "official" town holiday, they both have to show up for work! However, the Town Manager will insure that a great lunch is provided for them!***

Wicomico County Public Library has invited all to attend its ribbon cutting ceremony for the "new" library in Parsonsburg on Wednesday, 20 May at 11:00 am

Ad Preview

**TOWN OF PITTSVILLE**  
**"Public Notice"**  
**MARYLAND COMMUNITY DEVELOPMENT BLOCK GRANT**  
**PROGRAM**  
**Second Public Hearing**  
**Aprit 20, 2026**

The Town of Pittsville will conduct a **Public Hearing** on April 20, 2026 commencing at 7: 00 pm in the Town Hall Conference Meeting Chambers to provide public information on the progress of the *Water Treatment Plant/ Phase IV Upgrade project*.

This project was partially funded under the Maryland Community Development Block Grant Program which is a federally funded program designed to assist governments with activities directed toward neighborhood and housing revitalization, economic development, and improved community facilities and services.

Efforts will be made to accommodate the disabled and non-English speaking residents with "seven" days advance notice to the Town of Pittsville at 410- 835- 8872.

**SEAN McHUGH**  
**President, Town Commissioners**  
4/10/2026

## Town of Pittsville General Operating Account As of April 30, 2026

Date	Name	Memo	Amount	Balance
<b>100 · CASH &amp; EQUIVALENTS</b>				55,459.41
<b>110 · General Fund</b>				55,459.41
<b>128 · FBW - General Operating 1541</b>				55,459.41
04/01/2026	Colossus, Inc	April 2026- March 2027 / Online RMS	-1,854.24	53,605.17
04/01/2026	Dale Littleton	EDC Mtng 03/25/26	-25.00	53,580.17
04/01/2026	Davis, Bowen & Fridel Inc	Inv # 201094, 201092	-4,501.91	49,078.26
04/01/2026	Fogle's	Inv # 193912	-212.00	48,866.26
04/01/2026	Joseph A. Mangini Jr	Pay 03/15-03/28	-3,880.00	44,986.26
04/01/2026	Mediacom - Police	Bill 03/27/26-04/26/26/ Mediacom	-499.99	44,486.27
04/01/2026	Pye-Barker Fire & Safety	Inv # 8029718	-241.65	44,244.62
04/01/2026	Rebecca Smith	EDC Mtng 03/25/26	-25.00	44,219.62
04/01/2026	Simple Computing LLC	Inv # 1142,1141	-1,545.85	42,673.77
04/01/2026	The Hardware Store	Inv # 599755	-317.93	42,355.84
04/01/2026	Valerie J. Mann	FY27 PRAR Application	-525.00	41,830.84
04/01/2026	Verizon-G&U	Inv # 6138593561	-887.42	40,943.42
04/01/2026	Zuhra Septefrati	Inv # 00029	-600.00	40,343.42
04/01/2026	MML Police Executive Associ...	2026 Training Confer	-285.00	40,058.42
04/02/2026	Deposit	5461	355.53	40,413.95
04/07/2026	Transfer	Backhoe purchase/ General Account ...	-5,000.00	35,413.95
04/08/2026	Capital Bank & Trust Co.	Retirement Contribution Jan-Mar 202...	-10,994.30	24,419.65
04/08/2026	Choptank Electric - G	9912566701	-124.00	24,295.65
04/08/2026	Colonial Life	Inv #5277330-0306501	-112.28	24,183.37
04/08/2026	Gannett Delaware LocaliQ	Inv # 7648914	-124.50	24,058.87
04/08/2026	Kelly & Associates Insurance ...	May 2026 Health Insurance - G	-3,127.52	20,931.35
04/08/2026	Lisa Tubbs	Inv # 1080	-200.00	20,731.35
04/08/2026	Mediacom - Town Hall	8384500090090174	-229.95	20,501.40
04/08/2026	ShoreScan - G&U	Inv # 10850	-95.00	20,406.40
04/14/2026	Deposit	5459	27.20	20,433.60
04/15/2026	Deposit	Strawberry Festival 2026 Vendor Pmt...	390.00	20,823.60
04/15/2026	Deposit	DXI 2026 Business License	25.00	20,848.60
04/15/2026	Deposit	5479	525.00	21,373.60
04/15/2026	Deposit	5481	75.00	21,448.60
04/15/2026	Above and Beyond Svices, L...	Inv # SA1416 / Annual for Town Hall	-252.00	21,196.60
04/15/2026	Cash	Cash Drawer Reimb	-88.37	21,108.23
04/15/2026	Joseph A. Mangini Jr	Pay Period Mar 30 - Apr 11	-2,880.00	18,228.23
04/15/2026	Valerie J. Mann	2 Grants for Fire Departm	-650.00	17,578.23
04/15/2026	Webb, Wilber, Douse, Mather...	Legal Services	-10,562.04	7,016.19
04/15/2026	Transfer	Reimb general account	30,000.00	37,016.19
04/15/2026	Town of Pittsville- G	Transfer to General	103,000.00	140,016.19
04/20/2026	Deposit	5487	471.30	140,487.49
04/23/2026	Deposit	5494	279.32	140,766.81
04/24/2026	Deposit	5485	3,613.90	144,380.71
04/24/2026	Deposit	5492	589.04	144,969.75
04/24/2026	Deposit	5500	175.00	145,144.75
04/24/2026	Deposit	5502	215.00	145,359.75
04/24/2026	Deposit	Wilber Donation / 2026 Strawberry Fe...	250.00	145,609.75
04/24/2026	Deposit	2026 Strawberry Festival / Vendor Pmts	485.00	146,094.75
04/24/2026	Deposit	2026 Strawberry Festival / Vendor Pmts	390.00	146,484.75
04/28/2026	David Carozza	Reimb. Strawberry Festival	-223.50	146,261.25
04/28/2026	DPSCS - ITCD	Inv # AB6-03-484	-14.00	146,247.25
04/28/2026	Fogle's	Inv # 194745	-637.00	145,610.25
04/28/2026	GreatAmerica Financial Svcs.	Inv # 41694725	-60.00	145,550.25
04/28/2026	Joseph A. Mangini Jr	Pay Apr12-25	-3,800.00	141,750.25
04/28/2026	Lewis Landscaping	Inv # 560	-8,085.00	133,665.25
04/28/2026	Napa Auto Parts - New	Inv # 379776, 550572	-160.58	133,504.67
04/28/2026	Simple Computing LLC	Inv # 1143	-65.00	133,439.67
04/28/2026	Zuhra Septefrati	Inv # 00030	-600.00	132,839.67
04/28/2026	David Carozza	Town Meeting 4/20	-75.00	132,764.67
04/28/2026	Michael O'Brien	Town Meeting 4/20	-75.00	132,689.67
04/28/2026	Roland Adkins	Town Meeting 4/20	-75.00	132,614.67
04/28/2026	PNC Bank	Credit Card Pmt 4/28/26	-13,186.37	119,428.30
Total 128 · FBW - General Operating 1541			63,968.89	119,428.30
Total 110 · General Fund			63,968.89	119,428.30
Total 100 · CASH & EQUIVALENTS			63,968.89	119,428.30

9:30 AM  
05/15/26  
Accrual Basis

Town of Pittsville  
General Operating Account  
As of April 30, 2026

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<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
TOTAL			<u>63,968.89</u>	<u>119,428.30</u>

Approved :

X

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Sean McHugh  
President

X

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Roland Adkins  
Vice President

X

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Bethany Miller  
Commissioner

X

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Michael O'Brien  
Commissioner

X

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David Carozza  
Commissioner

## Town of Pittsville Utility Operating Account As of April 30, 2026

Date	Name	Memo	Amount	Balance
<b>100</b>	<b>CASH &amp; EQUIVALENTS</b>			160,157.69
<b>120</b>	<b>Water &amp; Sewer Fund</b>			160,157.69
	<b>129</b>	<b>FBW UTILITY OPERATING ACC 1996</b>		160,157.69
04/01/2026	Above and Beyond Svices, LLC	Inv # i14695	-252.00	159,905.69
04/01/2026	Davis, Bowen & Fridel Inc	Inv # 201095, 201093	-5,136.91	154,768.78
04/01/2026	Fortiline, Inc	Inv # 7292311	-100.00	154,668.78
04/01/2026	Freemire & Associates, Inc.	Lift Station Monitoring Annual / Inv # 2601134	-2,760.00	151,908.78
04/01/2026	Hawkins, Inc.	Chemicals WTP / Inv # 7372739	-2,652.00	149,256.78
04/01/2026	Shorite Controls	Inv # 21054	-480.00	148,776.78
04/01/2026	Water Testing Laboratories of ...	Inv # SAL11176	-575.00	148,201.78
04/01/2026	The Hardware Store	Inv # 598607	-1,670.95	146,530.83
04/01/2026	Coyne Chemical	Inv # 467878	-588.00	145,942.83
04/02/2026	Wicomico Vault Co. Inc.	1998 Backhoe	-15,000.00	130,942.83
04/06/2026	Deposit	5460	212.04	131,154.87
04/07/2026	Deposit	Backhoe purchase/ General Account Portion	5,000.00	136,154.87
04/08/2026	Deposit	Transfer to fund Water Meter Project/ And P...	350,000.00	486,154.87
04/08/2026	American Outback Service	Inv # 260326	-780.00	485,374.87
04/08/2026	Anderson Fence, LLC	Inv # 71	-180.00	485,194.87
04/08/2026	Capital Bank & Trust Co.	Retirement Contribution Jan-Mar 2026 -U	-2,526.72	482,668.15
04/08/2026	Exeter Supply Co., Inc.	Water Meters Order	-263,454.08	219,214.07
04/08/2026	Hawkins, Inc.	Inv # 7379326	-1,097.50	218,116.57
04/08/2026	J & M Generator Service LLC	Inv # 1712	-2,630.74	215,485.83
04/08/2026	Kelly & Associates Insurance ...	May 2026 Health Insurance - U	-1,766.37	213,719.46
04/08/2026	M2 Construction, LLC	Pay Request # 15, 16	-134,001.55	79,717.91
04/08/2026	Rick's Auto Clinic	Inv # 23329	-1,779.87	77,938.04
04/08/2026	Shorite Controls	Inv # 20868	-1,485.57	76,452.47
04/08/2026	Wicomico County Solid Waste...	3025	-537.68	75,914.79
04/08/2026	Deposit	5465	541.00	76,455.79
04/08/2026	Deposit	5467	853.35	77,309.14
04/08/2026	Comptroller of MD BRF	1st Quarter 2026 Jan-March 2026 BRF Pay...	-10,646.74	66,662.40
04/09/2026	Deposit	5469	526.90	67,189.30
04/10/2026	Deposit	5468	279.05	67,468.35
04/10/2026	Deposit	5470	274.55	67,742.90
04/13/2026	Deposit	5473	1,265.05	69,007.95
04/14/2026	Deposit	5464	9,912.87	78,920.82
04/14/2026	Deposit	5471	149.47	79,070.29
04/14/2026	Deposit	5472	871.95	79,942.24
04/14/2026	Deposit	5474	266.15	80,208.39
04/14/2026	United States Department of A...	USDA Loan Pmt 04/14/26	-6,067.00	74,141.39
04/15/2026	Chesapeake Employers Insur...	Workers Comp	-1,527.00	72,614.39
04/15/2026	Funk & Bolton, P.A.	Inv # 94435	-63.52	72,550.87
04/15/2026	One Call Concepts Inc - U	0001040	-25.81	72,525.06
04/15/2026	Pittsville Motors Inc	Inv # 278989	-852.51	71,672.55
04/15/2026	The Farmers Bank of Willards	SI-706-6452	-3,005.69	68,666.86
04/15/2026	Water Testing Laboratories of ...	Inv # SAL11299	-194.00	68,472.86
04/15/2026	wlmc adj	QuickBooks generated zero amount transac...	0.00	68,472.86
04/15/2026	wlmc adj	QuickBooks generated zero amount transac...	0.00	68,472.86
04/15/2026	Singh Operational Services, Inc	Inv # 30202-3279/ April 2026	-15,425.91	53,046.95
04/17/2026	Deposit	5475	20,759.21	73,806.16
04/17/2026	Deposit	5476	278.45	74,084.61
04/17/2026	Deposit	5482	263.15	74,347.76
04/17/2026	Deposit	5483	32,847.81	107,195.57
04/20/2026	Deposit	5488	1,653.70	108,849.27
04/22/2026	Deposit	5493	287.15	109,136.42
04/23/2026	Deposit	5486	568.50	109,704.92
04/23/2026	Deposit	5489	264.65	109,969.57
04/23/2026	Deposit	5490	627.50	110,597.07
04/23/2026	Deposit	5491	577.00	111,174.07
04/23/2026	Deposit	5495	1,471.55	112,645.62
04/24/2026	Deposit	5466	2,585.61	115,231.23
04/24/2026	Deposit	5484	15,753.25	130,984.48
04/24/2026	Deposit	5496	523.90	131,508.38
04/24/2026	Deposit	5497	265.55	131,773.93
04/27/2026	Deposit	5498	803.45	132,577.38
04/27/2026	Deposit	5505	270.65	132,848.03
04/27/2026	Deposit	5506	288.65	133,136.68
04/27/2026	Deposit	5509	1,916.67	135,053.35
04/27/2026	PNC Bank	Credit Card Pmt 4/27/26	-1,760.16	133,293.19

9:27 AM

05/15/26

Accrual Basis

**Town of Pittsville**  
**Utility Operating Account**  
**As of April 30, 2026**

Date	Name	Memo	Amount	Balance
04/28/2026	Bruce Lewis	Inv # 912	-450.00	132,843.19
04/28/2026	Muni-Link, LLC	Inv # 4797	-466.28	132,376.91
04/28/2026	Shorite Controls	Inv # 21405	-1,145.00	131,231.91
04/28/2026	The Hardware Store	Inv # 603711	-990.00	130,241.91
04/28/2026	Tri State Services	Inv # 260401, 260421	-1,560.00	128,681.91
04/28/2026	U.F.U., Inc.	Inv # 2026-0014	-3,200.00	125,481.91
04/28/2026	Tri State Services	Ditch Lift Station Rebuild 1/2 of the cost dep...	-8,057.12	117,424.79
04/28/2026	Deposit	5507	285.65	117,710.44
04/28/2026	Deposit	5511	240.65	117,951.09
04/29/2026	Deposit	5510	863.25	118,814.34
04/29/2026	Deposit	5512	433.66	119,248.00
04/30/2026	Deposit	5513	1,109.90	120,357.90
04/30/2026	Deposit	5515	6,717.47	127,075.37
04/30/2026	Farmers Bank of Willards	Service Charge	-10.00	127,065.37
Total 129 · FBW UTILITY OPERATING ACC 1996			-33,092.32	127,065.37
Total 120 · Water & Sewer Fund			-33,092.32	127,065.37
Total 100 · CASH & EQUIVALENTS			-33,092.32	127,065.37
<b>TOTAL</b>			<b>-33,092.32</b>	<b>127,065.37</b>

**Approved :**

**X**

Sean McHugh  
President

**X**

Roland Adkins  
Vice President

**X**

Bethany Miller  
Commissioner

**X**

Michael O'Brien  
Commissioner

**X**

David Carozza  
Commissioner

**TOWN OF PITTSVILLE**  
**Fund Balances**  
**As of 15 May 26**

**GENERAL FUND**

1) Operating Account: \$205,181.00

*The following accounts are restricted for designated, specific purposes*

2) Capital Improvement Account: \$35,180.00

3) Highway User Fee Account: \$398,707.00

4) Speed Camera Account: \$5,111.00

5) Reserve Account: \$ 535,387.00

**TOTAL: \$ 1,179,566.00**

**WATER FUND**

1) Operating Account; \$76,617.00

*The following accounts are restricted for designated, specific purposes*

2) Capital Improvement Account: \$ 184,240.00

3) Reserve Account: \$ 12,704.00

**TOTAL: \$ 273,561.00**

**Water/Loan Debt: (\$351,965.00)**

**SEWER FUND**

1) Operating Account: \$76,617.00

*The following accounts are restricted for designated, specific purposes*

2) Capital Improvement Account: \$ 699,165.00

3) Reserve Account: \$ 183,765.00

**TOTAL: \$ 859,547.00**

**TOTAL AVAILABLE MUNICIPAL FUNDS: \$2,312,674.00**

**MARYLAND LOCAL GOVERNMENT INVESTMENT POOL/MLGIP**  
**As of 15 May 26**

**INTEREST RATE: 3.69 as of 15 May 26**

**INVESTMENT INCOME/FY 26**

	<b>Monthly</b>	<b>Year to Date/YTD</b>
General Fund:	\$2,558.74	\$32,606.41
Water Fund:	\$ 767.62	\$9,751.92
Sewer Fund:	\$1,791.11	\$22,824.47
Grand Total:	\$5,117.47	\$65,182.80

**Interest Earned Per Month:**

July 2025:	\$7,383.34	January 2026: \$6,664.75
August 2025:	\$6,004.33	February 2026: \$5,548.92
September 2025:	\$6,638.20	March 2026: \$6,105.65
October 2025:	\$7,593.53	April 2025: \$5,117.47
November 2025:	\$7,075.05	
December 2025:	\$7,081.56	

**1<sup>st</sup> Quarter/FY26: \$20,085.87**

**3<sup>rd</sup> Quarter: \$18,319.52**

**2<sup>ND</sup> Quarter/FY26: \$21,750.14**

**1<sup>ST</sup> Half/FY26: \$41,836.01**

**Total Interest Income since Inception (18 Apr 23): \$289,181.51**

Town of Pittsville WTP - MOR  
 April 2026  
 Maryland Department of the Environment

DATE	Water Usage				Water Chemistry								Chemicals			
	Site Wide Data	Water Usage			Effluent				Distribution				Caustic Daily Usage (Gal/Day)	Chlorine Daily Usage (Lbs)	Polymer Daily Usage (Lbs)	
	General Operator	Well 1 Daily Flow (Gal)	Well 2 Daily Flow (Gal)	Total Daily Flow Well 1 & 2 (Gal) (Gal)	pH (S.U.)	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Iron (mg/L)	pH (S.U.)	Free Chlorine (mg/L)	Total Chlorine (mg/L)	Iron (mg/L)				Location
1	Peter Merkl	99,236	0	99,236	7.06	0.98	1.31	0.11	-	-	-	-	-	12	24.0	4.0
2	Peter Merkl	86,380	0	86,380	7.01	1.16	1.52	0.11	-	-	-	-	-	9	22.0	3.5
3	Peter Merkl	84,068	0	84,068	7.31	1.16	1.59	0.09	-	-	-	-	-	9	18.0	3.5
4	Rich Mathieu	110,917	0	110,917	7.30	0.96	1.90	0.36	-	-	-	-	-	6	16.0	0.0
5	Rich Mathieu	90,145	0	90,145	7.39	0.78	1.90	0.21	-	-	-	-	-	12	22.0	5.5
6	Peter Merkl	91,047	0	91,047	7.35	0.79	1.29	0.11	-	-	-	-	-	12	20.0	0.0
7	Peter Merkl	93,112	0	93,112	7.33	0.85	1.24	0.12	-	-	-	-	-	9	20.0	5.3
8	Peter Merkl	89,776	0	89,776	7.36	1.19	1.66	0.10	7.07	0.16	0.33	0.16	Valero, Shore Stop 7126 Friendship Rd. Employees bathroom sink	12	18.0	0.0
9	Peter Merkl	78,511	0	78,511	7.33	0.67	1.23	0.12	-	-	-	-	-	9	18.0	4.0
10	Rich Mathieu	123,948	0	123,948	7.45	0.90	2.14	0.09	-	-	-	-	-	6	10.0	4.7
11	Peter Merkl	111,807	465	112,272	7.41	0.97	1.22	0.13	-	-	-	-	-	19	26.0	2.6
12	Peter Merkl	101,560	0	101,560	7.22	0.42	0.76	0.12	-	-	-	-	-	12	20.0	4.2
13	Peter Merkl	103,245	0	103,245	7.26	0.91	1.46	0.15	-	-	-	-	-	12	20.0	2.5
14	Peter Merkl	105,371	0	105,371	7.42	0.58	1.09	0.11	-	-	-	-	-	12	21.0	2.3
15	Peter Merkl	107,684	0	107,684	7.29	0.69	1.23	0.15	-	-	-	-	-	12	21.0	5.8
16	Peter Merkl	122,027	0	122,027	7.48	0.40	0.76	0.16	-	-	-	-	-	12	21.0	0.0
17	Peter Merkl	103,786	0	103,786	7.60	0.71	1.20	0.12	-	-	-	-	-	12	25.0	5.0
18	Rich Mathieu	125,878	0	125,878	7.23	0.98	2.69	0.13	-	-	-	-	-	6	22.0	0.0
19	Rich Mathieu	80,887	0	80,887	7.27	0.95	2.46	0.11	-	-	-	-	-	19	22.0	6.5
20	Peter Merkl	107,791	0	107,791	7.29	1.11	1.96	0.10	-	-	-	-	-	6	23.0	2.7
21	Peter Merkl	102,220	0	102,220	7.29	0.39	0.62	0.33	-	-	-	-	-	2	12.0	0.0
22	Peter Merkl	110,174	0	110,174	7.32	0.85	1.38	0.12	7.38	0.38	0.74	0.13	Dollar General store, 7260 Sixty Foot Road, employees bathroom sink.	12	12.0	8.0
23	Peter Merkl	94,200	0	94,200	7.36	0.96	1.46	0.11	-	-	-	-	-	12	22.0	2.3
24	Rich Mathieu	122,182	0	122,182	7.14	0.76	2.12	0.16	-	-	-	-	-	6	18.0	4.8
25	Peter Merkl	98,307	0	98,307	7.26	0.75	1.32	0.11	-	-	-	-	-	12	22.0	2.2
26	Peter Merkl	94,124	0	94,124	7.31	0.91	1.37	0.10	-	-	-	-	-	12	18.0	0.0
27	Peter Merkl	102,019	0	102,019	7.20	0.76	1.40	0.10	-	-	-	-	-	6	20.0	7.8
28	Peter Merkl	115,027	0	115,027	7.19	0.93	1.63	0.12	-	-	-	-	-	12	21.0	2.6
29	Peter Merkl	94,801	0	94,801	7.16	1.07	1.91	0.11	-	-	-	-	-	6	22.0	0.0
30	Peter Merkl	98,210	0	98,210	7.32	0.83	1.51	0.09	7.29	0.71	1.10	0.12	Quick lane tire and auto, 34690 Old Ocean City Road Bathroom sink	12	25.0	8.0
<b>Total</b>		<b>3,048,440</b>	<b>465</b>	<b>3,048,905</b>										<b>310</b>	<b>601.0</b>	<b>97.8</b>
<b>Max</b>		<b>125,878</b>	<b>465</b>	<b>125,878</b>	<b>7.60</b>	<b>1.19</b>	<b>2.69</b>	<b>0.36</b>	<b>7.38</b>	<b>0.71</b>	<b>1.10</b>	<b>0.16</b>		<b>19</b>	<b>26.0</b>	<b>8.0</b>
<b>Min</b>		<b>78,511</b>	<b>0</b>	<b>78,511</b>	<b>7.01</b>	<b>0.39</b>	<b>0.62</b>	<b>0.09</b>	<b>7.07</b>	<b>0.16</b>	<b>0.33</b>	<b>0.12</b>		<b>2</b>	<b>10.0</b>	<b>0.0</b>
<b>Avg</b>		<b>101,615</b>	<b>16</b>	<b>101,630</b>	<b>7.30</b>	<b>0.85</b>	<b>1.51</b>	<b>0.13</b>	<b>7.25</b>	<b>0.42</b>	<b>0.72</b>	<b>0.14</b>		<b>10</b>	<b>20.0</b>	<b>3.3</b>

I certify that the information in this report is complete and accurate to the best of my knowledge.  
 Reported by: \_\_\_\_\_ Cert or Reg Number: 2326

I like to add on the bottom for Bethany so she knows what the parameters are, lol  
 Ph - (6.5 to 8)  
 Chlorine - (0.4 to 4.0)  
 Iron - (0.00 - 0.3)

ADOPTION: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Erica M. Witz, Town Attorney

\_\_\_\_\_  
Sean McHugh, President, Town Commissioners

\_\_\_\_\_  
Roland Adkins, Vice President  
Town Commissioners

\_\_\_\_\_  
Bethany Miller, Town Commissioner

\_\_\_\_\_  
David Carozza, Town Commissioner

\_\_\_\_\_  
Michael O'Brien, Town Commissioner



# Town of Pittsville General FY27 Budget



PROJECTED REVENUES	TOTAL GENERAL INCOME	\$1,499,737.00
	TOTAL GENERAL EXPENSES	\$1,347,910.00
	RESERVE	<b>\$151,827.00</b>

ACTUAL REVENUES	TOTAL GENERAL INCOME	\$0.00
	TOTAL GENERAL EXPENSES	\$0.00
	RESERVE	<b>\$0.00</b>

PROJECTED RESERVE CONTINGENCY FUND	<b>\$151,827.00</b>
ACTUAL RESERVE CONTINGENCY FUND	<b>\$0.00</b>
DIFFERENCE (Actual minus projected)	<b>\$151,827.00</b>

REVENUES	PROJECTED FY27	ACTUAL FY27	DIFFERENCE
Real Estate Taxes	\$390,000.00		\$390,000.00
Corporate Property Taxes	\$140,000.00		\$140,000.00
State Income Tax	\$175,000.00		\$175,000.00
County Shared Taxes	\$350.00		\$350.00
Franchise Fees	\$19,000.00		\$19,000.00
Business Licenses/Permits	\$36,000.00		\$36,000.00
Interest Income/MLGIP	\$40,000.00		\$40,000.00
General Fund Grants	\$60,000.00		\$60,000.00
State Police Aid	\$12,000.00		\$12,000.00
Speed Camera Program	\$40,000.00		\$40,000.00
Rental Housing Licenses	\$21,000.00		\$21,000.00
Community Events	\$7,000.00		\$7,000.00
Fire/EMS Impact Fees	\$10,000.00		\$10,000.00
Miscellaneous Income	\$14,000.00		\$14,000.00
FY25 Surplus	\$535,387.00		\$535,387.00
<b>Subtotal</b>	<b>\$1,499,737.00</b>		<b>\$1,499,737.00</b>

Admin Expenses	Projected FY27	Actual FY27	Difference
Salaries	\$130,000.00		\$130,000.00
FICA	\$9,945.00		\$9,945.00
Health Insurance	\$24,000.00		\$24,000.00
Retirement	\$13,000.00		\$13,000.00
Town Manager Salary	\$100,000.00		\$100,000.00
Workers Comp	\$1,000.00		\$1,000.00
Insurance	\$7,500.00		\$7,500.00
<b>Subtotal</b>	<b>\$285,445.00</b>		<b>\$285,445.00</b>

Operations	Projected FY27	Actual FY27	Difference
Operating Expenses	\$7,500.00		\$7,500.00
Dues & Subscription	\$12,000.00		\$12,000.00
IT Development/Expenses	\$10,000.00		\$10,000.00
Public Notices	\$3,000.00		\$3,000.00
<b>Subtotal</b>	<b>\$32,500.00</b>		<b>\$32,500.00</b>

Services	Projected FY27	Actual FY27	Difference
Legal	\$35,000.00		\$35,000.00
Accounting Audit	\$12,500.00		\$12,500.00
MD State Retirement Actuary	\$5,590.00		\$5,590.00
<b>Subtotal</b>	<b>\$53,090.00</b>		<b>\$53,090.00</b>

Council	Projected FY27	Actual FY27	Difference
Council Meeting Allowances	\$7,500.00		\$7,500.00
Council Expenses/ Donations	\$2,500.00		\$2,500.00
Planning and Zoning	\$2,500.00		\$2,500.00
EDC	\$2,000.00		\$2,000.00
			\$0.00
<b>Subtotal</b>	<b>\$14,500.00</b>		<b>\$14,500.00</b>

Office	Projected FY27	Actual FY27	Difference
Office Supplies	\$5,000.00		\$5,000.00
Office Equipment	\$10,000.00		\$10,000.00
Postage	\$5,000.00		\$5,000.00
Telephone/Internet	\$7,500.00		\$7,500.00
Building Maint./Repairs	\$20,000.00		\$20,000.00
Building Equipment	\$10,000.00		\$10,000.00
			\$0.00
<b>Subtotal</b>	<b>\$57,500.00</b>		<b>\$57,500.00</b>

Public Works	Projected FY27	Actual FY27	Difference
Salaries	\$95,000.00		\$95,000.00
FICA	\$7,268.00		\$7,268.00
Health Insurance	\$11,000.00		\$11,000.00
Retirement	\$9,500.00		\$9,500.00
Workers Comp	\$3,826.00		\$3,826.00
Insurances	\$7,500.00		\$7,500.00
Street Lighting	\$50,000.00		\$50,000.00
Vehicle Maint/Repair/Fuel	\$8,000.00		\$8,000.00
Mosquito Control	\$2,000.00		\$2,000.00
<b>Subtotal</b>	<b>\$194,094.00</b>		<b>\$194,094.00</b>

Police	Projected FY27	Actual FY27	Difference
Salaries & Benefits	\$347,327.00		\$347,327.00
Operations	\$54,592.00		\$54,592.00
Training	\$8,000.00		\$8,000.00
Vehicle	\$13,862.00		\$13,862.00
Misc.	\$29,000.00		\$29,000.00
			\$0.00
<b>Subtotal</b>	<b>\$452,781.00</b>		<b>\$452,781.00</b>

Public Safety	Projected FY27	Actual FY27	Difference
Fire Company	\$17,000.00		\$17,000.00
EMS	\$17,000.00		\$17,000.00
Fire/EMS Impact Fees	\$10,000.00		\$10,000.00
			\$0.00
<b>Subtotal</b>	<b>\$44,000.00</b>		<b>\$44,000.00</b>

Rental Housing/Code	Projected FY27	Actual FY27	Difference
Rental Housing	\$5,000.00		\$5,000.00
Code Enforcement	\$1,000.00		\$1,000.00
			\$0.00
<b>Subtotal</b>	<b>\$6,000.00</b>		<b>\$6,000.00</b>

Parks/Rec/Community Affairs	Projected FY27	Actual FY27	Difference
Parks/Rec/Community Affairs	\$35,000.00		\$35,000.00
			\$0.00
			\$0.00
<b>Subtotal</b>	<b>\$35,000.00</b>		<b>\$35,000.00</b>

Misc	Projected FY27	Actual FY27	Difference
State Pension New Entrant Credi	\$118,000.00		\$118,000.00
CDBG/TMCR Grant Expense	\$45,000.00		\$45,000.00
Misc. Expense	\$10,000.00		\$10,000.00
			\$0.00
<b>Subtotal</b>	<b>\$173,000.00</b>		<b>\$173,000.00</b>

TOTAL PROJECTED COST FY27	<b>\$1,347,910.00</b>
TOTAL ACTUAL COST FY27	<b>\$0.00</b>
TOTAL DIFFERENCE	<b>\$1,347,910.00</b>



# Town of Pittsville Utility FY27 Budget



Difference

<b>PROJECTED WATER FUND</b>	TOTAL WATER FUND INCOME	\$433,000.00
	TOTAL WATER EXPENSE	\$432,875.00
	RESERVE	\$125.00

<b>ACTUAL WATER FUND</b>	
<b>ACTUAL WASTEWATER FUND</b>	

<b>PROJECTED WASTEWATER FUND</b>	TOTAL WASTEWATER INCOME	\$411,000.00
	TOTAL WASTEWATER EXPENSES	\$400,555.00
	RESERVE	\$10,445.00

REVENUES WASTEWATER	PROJECTED FY27	ACTUAL FY27	DIFFERENCE
User Fees	\$275,000.00		\$275,000.00
Front Footage Assessment	\$42,500.00		\$42,500.00
Availability of Use	\$3,500.00		\$3,500.00
Impact Fees	\$0.00		\$0.00
Connection Fees	\$30,000.00		\$30,000.00
Interest Income/MLGIP	\$30,000.00		\$30,000.00
Misc. Income	\$1,500.00		\$1,500.00
Late Fees	\$6,500.00		\$6,500.00
WWTP Study	\$22,000.00		\$22,000.00
<b>Subtotal</b>	<b>\$411,000.00</b>		<b>\$411,000.00</b>

REVENUES WATER	PROJECTED FY27	ACTUAL FY27	DIFFERENCE
User Fees	\$305,000.00		\$305,000.00
Front Footage Assessment	\$70,000.00		\$70,000.00
Availability of Use	\$5,000.00		\$5,000.00
Impact Fees	\$0.00		\$0.00
Connection Fees	\$30,000.00		\$30,000.00
Interest Income/MLGIP	\$15,000.00		\$15,000.00
Misc. Income	\$1,500.00		\$1,500.00
Late Fees	\$6,500.00		\$6,500.00
			\$0.00
<b>Subtotal</b>	<b>\$433,000.00</b>		<b>\$433,000.00</b>

Salaries & Benefits	Projected FY27	Actual FY27	Difference
Salaries	\$120,000.00		\$120,000.00
FICA	\$9,180.00		\$9,180.00
Health Insurance	\$12,000.00		\$12,000.00
Retirement	\$12,000.00		\$12,000.00
Education	\$3,000.00		\$3,000.00
<b>Subtotal</b>	<b>\$156,180.00</b>		<b>\$156,180.00</b>

Operations	Projected FY27	Actual FY27	Difference
Operator	\$200,000.00		\$200,000.00
Sludge Removal	\$10,000.00		\$10,000.00
Testing Fees	\$10,000.00		\$10,000.00
Chemicals	\$35,000.00		\$35,000.00
Supplies	\$5,000.00		\$5,000.00
Electricity	\$15,000.00		\$15,000.00
<b>Subtotal</b>	<b>\$275,000.00</b>		<b>\$275,000.00</b>

Operations	Projected FY27	Actual FY27	Difference
Chemicals	\$5,000.00		\$5,000.00
Sludge Removal	\$5,000.00		\$5,000.00
Testing Fees	\$5,000.00		\$5,000.00
Dues & Subscriptions	\$2,500.00		\$2,500.00
Supplies	\$14,500.00		\$14,500.00
Phones	\$1,500.00		\$1,500.00
Electricity	\$45,000.00		\$45,000.00
<b>Subtotal</b>	<b>\$78,500.00</b>		<b>\$78,500.00</b>

Equipment/Building Main/Repa	Projected FY27	Actual FY27	Difference
Equipment	\$30,000.00		\$30,000.00
Building Maint.	\$35,000.00		\$35,000.00
Infrastructure Repair	\$19,000.00		\$19,000.00
			\$0.00
<b>Subtotal</b>	<b>\$84,000.00</b>		<b>\$84,000.00</b>

Equipment/Building Main/Rep:	Projected FY27	Actual FY27	Difference
Equipment	\$30,000.00		\$30,000.00
Building Maint.	\$30,000.00		\$30,000.00
Lift Stations	\$10,000.00		\$10,000.00
Infrastructure Repair	\$15,000.00		\$15,000.00
<b>Subtotal</b>	<b>\$85,000.00</b>		<b>\$85,000.00</b>

Services	Projected FY27	Actual FY27	Difference
Engineering	\$5,000.00		\$5,000.00
Accounting Audit	\$6,875.00		\$6,875.00
Rate Study	\$5,000.00		\$5,000.00
<b>Subtotal</b>	<b>\$16,875.00</b>		<b>\$16,875.00</b>

Services	Projected FY27	Actual FY27	Difference
Engineering	\$5,000.00		\$5,000.00
Accounting Audit	\$6,875.00		\$6,875.00
Rate Study	\$5,000.00		\$5,000.00
<b>Subtotal</b>	<b>\$16,875.00</b>		<b>\$16,875.00</b>

Insurance/Debt Payments	Projected FY27	Actual FY27	Difference
Insurances	\$4,500.00		\$4,500.00
Debt Payments	\$47,000.00		\$47,000.00
Bank Fees & Musc. Charges	\$1,000.00		\$1,000.00
<b>Subtotal</b>	<b>\$52,500.00</b>		<b>\$52,500.00</b>

Insurance/Debt Payments	Projected FY27	Actual FY27	Difference
Workers Comp	\$4,000.00		\$4,000.00
Insurances	\$10,000.00		\$10,000.00
Debt Payments	\$40,000.00		\$40,000.00
Bank Fees & Misc. Charges	\$1,000.00		\$1,000.00
			\$0.00
<b>Subtotal</b>	<b>\$55,000.00</b>		<b>\$55,000.00</b>

Misc	Projected FY27	Actual FY27	Difference
Vehicle Expense	\$2,000.00		\$2,000.00
Dues & Subscriptions	\$2,500.00		\$2,500.00
			\$0.00
			\$0.00
<b>Subtotal</b>	<b>\$4,500.00</b>		<b>\$4,500.00</b>

Vehicle/Equipment	Projected FY27	Actual FY27	Difference
Fuel	\$4,000.00		\$4,000.00
Repair & Maint.	\$5,000.00		\$5,000.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>Subtotal</b>	<b>\$9,000.00</b>		<b>\$9,000.00</b>

<b>TOTAL PROJECTED COST WASTEWATER FY27</b>	<b>\$400,555.00</b>
<b>TOTAL PROJECTED COST WATER FY27</b>	<b>\$432,875.00</b>
<b>TOTAL PROJECTED COST UTILITY FUND FY27</b>	<b>\$833,430.00</b>



## Town of Pittsville Enterprise Fund FY27 Budget

<b>Trash Removal Revenue</b>				\$98,000.00
<b>Trash Removal Expenses</b>				\$95,000.00
<b>Remaining Balance</b>				<u>\$3,000.00</u>

<b>Stormwater Management Fees</b>				\$48,000.00
<b>Ditch Maint. And Stormwater Projects</b>				\$48,000.00
<b>Remaining Balance</b>				<u>\$0.00</u>

<b>Highway User Revenue</b>				\$254,647.00
<b>(carried over from previous years)</b>				
<b>Highway User Revenue FY27</b>				\$171,500.00
<b>Total</b>				<u>\$426,147.00</u>
<b>FY 2027 Street Projects Expense</b>				\$150,000.00
<b>Roads/Equipment Maint. Expense</b>				\$75,000.00
<b>Remaining Balance HUR</b>				<u>\$201,147.00</u>

**TOWN OF PITTSVILLE**  
**FY 27**  
**Municipal Operating Budget**  
**July 1, 2026-June 30, 2027**

**ORDINANCE# 2026-01**

**AN ORDINANCE OF THE TOWN OF PITTSVILLE TO ADOPT THE FISCAL YEAR 2027 MUNICIPAL OPERATING BUDGET COMMENCING ON JULY 1, 2026 AND ENDING ON JUNE 30, 2027**

**WHEREAS**, the Commissioners of the Town of Pittsville have reviewed the projected revenues and expenditures for the July 1, 2026 to June 30, 2027 fiscal year, in order to adopt the municipal operating budget for that time period, and

**WHEREAS**, the Commissioners of the Town of Pittsville have adopted the following tax rates per the following:

- 1) \$.32 per \$100 of assessed value for all real estate property within the town limits
- 2) \$1.00 per \$100 of assessed corporate property within the town limits
- 3) \$1.00 per \$100 of assessed utility property within the town limits

**WHEREAS**, the Commissioners of the Town of Pittsville have adopted the attached Fee Schedule as part of this ordinance,

**NOW, THEREFORE BE IT HEREBY ENACTED AND ORDAINED** by the Commissioners of the Town of Pittsville that the Municipal Operating Budget for the fiscal year beginning July 1, 2026 and ending June 30, 2027 is attached hereto shall be and hereby adopted and repeals and replaces any and all resolutions or ordinances pertaining to the same.

**AND BE IT FURTHER RESOLVED ,ENACTED AND ORDAINED** by the Commissioners of Pittsville, Maryland that this budget shall take effect on July 1, 2026.

The above ordinance was introduced and read by the Commissioners of Pittsville on May 18, 2026 at its regularly scheduled monthly meeting thereafter a statement/public notice of the substance of this ordinance having been duly advertised per the requirements of the Town Charter with a public hearing being held on \_\_\_\_\_ was finally adopted on \_\_\_\_\_

**FIRST READING:** \_\_\_\_\_

**PUBLIC HEARING:** \_\_\_\_\_

**SECOND READING:** \_\_\_\_\_

April 22, 2026

Sean McHugh  
Town Commission President  
Town of Pittsville  
7505 Gumboro Road  
Pittsville, MD 21850

Good Day Mr. McHugh,

I am writing to express my interest in the vacancy on the Pittsville Economic Development Commission. My name is Abigail Patricia Thomas, as a lifelong resident of neighboring town Willards, and just recently purchasing my new home in Pittsville, I have a strong personal investment in the continued growth and success of our community.

Having grown up and attending my entirety of primary schooling in Pittsville, I have seen firsthand the importance of thoughtful economic development in supporting local businesses, strengthening our workforce, and preserving the character of our town. My connection to this community drives my desire to contribute in a meaningful way.

I am currently completing my Bachelor of Arts in Economics at Salisbury University and will be graduating in May 2026. Through my academic experience, I have developed a strong foundation in economic analysis, data interpretation, and understanding market trends. I am particularly interested in how local policy and strategic planning can promote sustainable economic growth and improve quality of life for residents.

In addition to my academic background, I bring over 11 years of high-level managerial experience at Wawa Food Markets. I am currently the General Manager at the South Salisbury location at 668 S. Salisbury Blvd. In this role, I have developed strong leadership, operations management, and team development skills, while consistently focusing on efficiency, customer satisfaction, and business performance. This experience has given me practical insight into the challenges and opportunities businesses face, which I believe would be valuable in contributing to the Commission's work.

I am eager to bring both my professional experience and my deep-rooted commitment to Pittsville to the Economic Development Commission. I would value the opportunity to collaborate with fellow members to support initiatives that attract investment, support small businesses, and strengthen our local economy.

Thank you for your time and consideration. I would welcome the opportunity to further discuss how I can contribute to the Commission. Please feel free to contact me at your convenience.

Sincerely,

Abigail Patricia Thomas

(443)-944-1813  
Abigailthomas522@gmail.com