TOWN OF PITTSVILLE
Town Commissioners Town Meeting Minutes
October 19, 2026

The Town Meeting for October 19, 2026 was called to order at 7:00 p.m. by Commission President Sean McHugh. Town Commissioners Bethany Miller, David Carozza and Commissioner Michael O'Brien were also in attendance. Town Attorney Erica Witz, Town Manager Joseph Mangini, and Town Clerk Judy Jones were in attendance, as well as Police Chief Robert Harris. Director of Public Works, Dale Monroe, and Town Engineer Rob Duma were present. SOS was represented by Chris Gee. The Pledge of Allegiance was recited by all.

MINUTES

Commission President McHugh then asked for a motion to approve the Town Meeting minutes from September 21, 2026. Commissioner Carozza made a motion to accept the minutes, and was seconded by Commissioner O'Brien. Minutes were approved by all.

TOWN TREASURER'S REPORT

Commission President McHugh then read into record the bank account balances. The General Operating Account starting balance was $145,829.05 as of September 30, 2026. The ending balance was $343,323.73. Commissioner Carozza made a motion to approve the General Operating Account balances, and was seconded by Commissioner Miller. The Utility Operating Account had a starting balance of $75,434.64 as of September 30, 2026, and an ending balance of $189,363.52. Commissioner Carozza made a motion to accept these balances, and was seconded by Commissioner O'Brien. Balances were approved by all. Commission President McHugh then read into record the various Fund Balances, and the MLGIP balances. (both attached).

FIRE/EMS

Tad Farlow gave the Public Safety report, stating that the YTD fire calls are 202, plus 480 EMS calls. He also reported that Trunk or Treat will be at the Firehouse on October 24, 2026, with setup from 4-6 pm, and the actual event from 6-8 pm. Willards will also join in the Halloween festivities. Bingo is now over for the season. The Sportsmen's Raffle will be held in November. Fire Chief Powell was in attendance and reported that the new engine has arrived. It will be on display during the car show, but will not be in use for a couple of months yet, due to training, etc. He reported that they are still trying to get facilities for EMS workers. The Salisbury Christmas Parade will be held on December 6, 2026 at 1 p.m. October 4, 2026.

POLICE REPORT

Pittsville Police Chief Robert Harris gave an update on his department's activity. There were 100 traffic camera citations approved. He provided assistance to Fire/EMS two times. There were two suspicious vehicles, and two follow ups. There was one theft by fraud with a local business being the victim. The perpetrator was located. There were fourteen traffic stops, resulting in eight warnings, eight citations, and one repair order.

CODE ENFORCEMENT REPORT

Town Manager Mangini reported one pending issue that he is dealing with as an unpermitted shed that is too close to the road. Town Manager Mangini has visited the property, and issued a letter of violation, and has yet to get a response. The Town has resolved the mold issue, and they are now permitted to rent those units. The Apartment Management company owes the Town around $8,000.00 for mold related issues. Their attorney has been responsive, and is aware of this debt. If it is not paid by the appointed time, a lien will be placed on the entire property. It can then go to tax sale if not satisfied.

TOWN MANAGER'S REPORT (attached)

Town Manager Mangini gave his report addressing the two Ordinances being considered for adoption during this meeting; Ordinance #2026-02 amending the Town's FY 26 municipal operating budget, as well as #2026-03 amending the present Town FY 27 municipal operating budget. Both address the increase in the overall surplus in town funds. The Town is still waiting to hear the answer to our Town Manager Circuit Rider Program Grant Application, as well as our CDBG Grant Application for the storm ditches. We have received the final Grant loan disbursement recommendation and closeout letter for our Water Treatment Plant Phase IV upgrade project from MDE. The amount to be received will be $290,492.00. It will be used to reimburse the money that the Town used from their own local funds. The project came in under budget, so the loan will be revised to reflect that. Utility notices have been mailed; the new late fee of $25.00 will be assessed on the fifteenth day after the due date. The consumer rate study for Water and Sewer is under way, and should be completed by the end of the year. The new water meters are being installed, with the goal of the first actual use billing being January 1, 2028. The MML has issued a report with avenues for possible funding due to the potential decrease in the local share of funding. Town Manager Mangini then read the Town available funds by percentage. He also stated that the landfill fee will go up to $100.00 per ton on January 1, 2027, so future contracts will certainly be affected.
The Planning and Zoning commission met October 14, 2026 to hear updates on new businesses. Shower Glass Door Company is looking to use the former Barnes property across from the Dollar General on Sixty Foot Road. It is zoned mixed use employment. A Self Storage facility is planned for Friendship Road; site plans will need to be submitted for review. There have been 16 building permits issued to date, but no movement on Solomon's Village. The addition to

Sandyfield is expected to have more homes going up, allocation and infrastructure is in place. The next planned meeting of the Planning and Zoning Committee will be Wednesday November 18, 2026, instead of November 11, 2026 due to the closure of Town Hall for Veteran's Day. The Town Attorney is completing our acquisition of the Smith property, as well as the warehouse, which will become a municipal parking lot. Halloween will be celebrated on October 31, 2026 from 6-8 p.m. The trash pickup schedule was reviewed regarding bulk pick-up, and holidays. The issue of wipes in the sewer system is going to be addressed by Public Works Director Dale Monroe.

PUBLIC WORKS

Chris Gee from SOS provided a report from the 1st quarter, with flow rates, and organic level values. The results are all within normal boundaries. Bacteria levels were as they should be. He explained why certain values pointed to needing to flush hydrants. Mr. Gee explained why there is a variance in flow rates, and how they make adjustments to accommodate them. There was a lengthy, but informative discussion on availability of water in the towers. All three filters are on line, samples collected, and necessary paperwork filed.

Public Works Director Dale Monroe gave his report, which included numerous repairs, and problems due to wipes being flushed into the sewer lines. Grinder pumps that could handle them would cost around $100,000.00 each. It would be a big capital project, and more complex. Some of the current pumps are working well, with few repairs. There were four water leaks that were dealt with. The repair on the station on Gumboro Road that has been getting pumped three times a day is complete as of today, although they may come back to make adjustments. The snowplows will go for service next week, and we currently have around 2.5 tons of salt for the season. We are looking into next years Highway User funds for needed road repairs on several streets, completing this side of town. Solomon's Place is ready to go online. There was some conversation on various issues affecting the town, such as damaged street signs.

TOWN ENGINEER'S REPORT

Town Engineer, Rob Duma gave his report. The Water Treatment Plant Phase IV is in final closeout, with final payment expected. There has been no response from MDE regarding our application. We are still waiting to hear from the CDBG about the grant. There was a lengthy discussion regarding the new water meters, and pump stations.

OLD BUSINESS

Commission President McHugh presented two Ordinances for Consideration of Adoption-the first was Ordinance #2026-02 To Amend the FY26 Municipal Operating Budget. Commissioner Carozza made a motion to adopt the Amendment; it was seconded by Commissioner O'Brien. All voted in favor. Next up for consideration was Ordinance #2026-03 to Amend the FY27 Municipal Operating Budget. Commissioner Carozza made a motion to accept the Ordinance, and was seconded by Commissioner O'Brien. All voted in favor. Both Ordinances were adopted.

NEW BUSINESS- No new business

TOWN COMMISSION/COMMITTEE REPORTS/TOWN COMMISSIONERS/PUBLIC COMMENTS

Commissioner Carozza asked that we make some sort of announcement about Trick -or-Treating safety. Town Manager Mangini said that it will be posted online. President McHugh encouraged everyone to get out and vote.
Commission President McHugh made a motion to go into a closed session; when the Town Meeting went back into session, a motion to adjourn was made by Commissioner Carozza, and seconded by Commissioner O'Brien.

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Respectfully Submitted,

JUDY L. JONES

Town Clerk

The next regular monthly meeting will be on November 16, 2026 commencing at 7:00 pm at Town Hall

APPROVED:

_____
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