

Meeting Minutes

Town Hall Meeting

Date: June 18, 2026

Meeting Type: Town Council Meeting

Call to Order

The meeting opened with the Pledge of Allegiance and an invocation. Council approved an amendment to the agenda to add discussion of changing regular meeting dates from the first and third Thursdays to the second and fourth Thursdays, approved the agenda as amended, approved the minutes of June 4, 2026, and received the report of the closed session held June 4, 2026, at which no votes were taken on the Chief of Police hiring process and no decisions were made in open session.

Planning and Zoning Commission Annual Report

Council received the Planning and Zoning Commission annual report for review. Members were asked to review the report and forward any comments to the Planning and Zoning Commission for later discussion.

Decisions

- The annual report was received for review.

Follow-Up

- Council members will review the Planning and Zoning Commission annual report and provide any comments for future discussion.

Town Manager's Report and July 2 Workshop

The Town Manager reported that CivicPlus notifications are expected to be ready for implementation during the first week of July and that staff training is being scheduled. eCode continues updating the Town Code for integration into the town website. Recruitment for the Chief of Police position remains underway, with applications received, reviewed, and interviews being scheduled with assistance from experienced law enforcement professionals. Staff coordinated transfer of surplus vehicles and equipment to Curtis Andrew Auction for public sale, and a list of auction items was to be posted on the town website. The Planning Commission met June 17 and currently has two vacancies; interested persons were directed to contact Jamie Fowler-Rossing at Town Hall. The fiscal year 2024 and 2025 audits are underway, and preparation for the fiscal year 2026 audit will begin after those audits are completed.

Grant activity included an application to the Caroline Foundation to support the Greensboro Youth Basketball program serving more than 130 Caroline County youth, a Sustainable Communities designation renewal application, and a state aid for police protection grant application for the Greensboro Police Department. Community announcements included the successful 2026 Fishing Derby with 117 youth participants, the Aaron's Place food giveaway at Greensboro Elementary School on June 25 from 9:00 a.m. to 12:00 p.m., the Hometown Hero flags application period from July 1 through August 30 in partnership with the Greensboro Volunteer Fire Department, the Fire Department carnival July 7 through July 11 with fireworks July 10, Kids in the Park on July 17 from 12:00 p.m. to 3:00 p.m. at Choptank River Park, and the annual car show on August 29 from 12:00 p.m. to 4:00 p.m. benefiting the Greensboro Youth Basketball program. The Town Manager also reported on attendance at the Maryland Municipal League summer conference, noting that the Mayor, Commissioner Ernest, and the Town Manager attended and that materials from 14 sessions would be distributed to Council.

- Volunteers for the Aaron's Place food giveaway were asked to contact Julie at Town Hall.
- Council was advised that more than 25 policies and ordinances are ready for review following the Maryland Municipal League conference.
- The July 2 meeting was proposed to be converted from a regular meeting to a workshop for policy and ordinance review.

Motions and Votes

- Motion approved to change the July 2 town council meeting from a regular meeting to a workshop.

Decisions

- Council approved holding a workshop on July 2 in place of a regular meeting.

Follow-Up

- Staff will schedule required CivicPlus training and proceed with implementation.
- Staff will post the surplus auction list on the town website.
- The Town Manager will distribute Maryland Municipal League conference materials to Council.

Public Works Report

Brandon, Public Works Supervisor, reported ongoing work on GIS boundary corrections so that missed or incomplete areas can be updated before the map goes live. Public Works met with Critical Area staff regarding erosion at Choptank River Park and developed a plan using deep-rooted grass with reduced mowing. Seven surplus police vehicles were decommissioned for auction. The Hobbs Street water tower painting project was completed and signed off, and the tower was then washed out, refilled, and submitted for sampling before being returned to service. At Jesse Sutton Park, project priorities were adjusted because of inflation, with first-phase work focused on the road, parking area, a smaller playground, and poured-in-place accessible surfacing. At Choptank River Park, ordered materials remain within the grant timeframe, and pavers for the kayak launch area were cleared to move forward the following week.

- A callout in Goldsboro was determined to be on the homeowner's side.
- The replacement gazebo for Choptank River Park has been ordered, plans have been approved, and staff will check on the delivery schedule.
- Public Works plans to begin sidewalk weed and grass cleanup during the first week of July, weather permitting, and volunteers are welcome.

Follow-Up

- Public Works will follow up on the gazebo delivery schedule.
- Public Works will proceed with sidewalk cleanup as weather and workload allow.
- Public Works will submit tower samples and return the Hobbs Street water tower to service after satisfactory lab results.

Public Comment

Thomas Riley of Hillsboro, Maryland, addressed Council regarding a photo enforcement citation issued near Greensboro Elementary School on December 30, 2025, at 4:27 p.m. He stated that he mailed payment for the \$40 fine, that his bank posted the payment on March 2, 2026, after the February 28 due date, and that he later received a delinquency notice that appeared to seek payment again rather than a stated late fee. He asked for clarification regarding any late fee schedule and expressed concern about possible action affecting his vehicle registration. Council responded that the camera hours are set by state law and that collections are handled by the program provider, and staff agreed to assist him after the meeting. Michelle Rabert introduced herself as a candidate for Maryland Delegate in District 36. She stated that she is attending municipal meetings to listen to local concerns and to better connect Eastern Shore communities with state government in Annapolis.

Follow-Up

- Staff will follow up with Thomas Riley regarding the photo enforcement delinquency notice and any applicable late fee process.

FY 2026 Paving Program Bid and Compaction Testing

Council revisited the paving project and the question of independent compaction testing. Staff reported that Asphalt Services uses a third-party testing firm, that DMV Paving and Bramble would hire outside testing as needed, and that pricing obtained directly by the town included Geotechnology Associates at \$750 per day and John D. Haynes and Associate at \$675 per day, with an estimated project duration of three to five days depending on weather. Brandon explained that compaction testing verifies that asphalt is compacted to the required standard and results in a written report. After discussion of whether testing was warranted on municipal

streets, staff recommended awarding the paving work to Asphalt Services and using John D. Haynes and Associate for independent compaction testing.

Motions and Votes

- Motion approved to accept the Public Works Supervisor's recommendation to use Asphalt Services for the paving project and John D. Haynes and Associate for third-party compaction testing.

Decisions

- Council approved Asphalt Services for the paving project and John D. Haynes and Associate for compaction testing.

Follow-Up

- Staff will proceed with the paving project and coordinate independent compaction testing.

Caroline County Municipal Services Extension Agreement

Council considered the public works agreement between Caroline County and the Town of Greensboro for extension of municipal services. Staff reported that the only outstanding question from the prior meeting concerned the number of equivalent dwelling units, and that the engineer's report from Jamie Beachy confirmed the count at one. The agreement was also revised to change billing from quarterly to monthly.

Motions and Votes

- Motion approved to accept the agreement between Caroline County and the Town of Greensboro for the extension of municipal services.

Decisions

- Council approved the municipal services extension agreement with Caroline County.

Follow-Up

- Staff will finalize the approved agreement with Caroline County.

Utility Late Payment Finance Charge

Council reviewed reinstatement of the 2% per month late payment finance charge on utility bills. Staff advised that the charge had been on the books previously but appeared to have been discontinued around the COVID period and was not subsequently put back into use. Staff stated that the finance charge would be applied beginning with the September billing cycle and would provide an incentive for customers to pay by the due date rather than during the additional period before shutoffs.

Motions and Votes

- Motion approved to reinstitute the 2% per month late payment finance charge on utility bills beginning with the next applicable billing cycle.

Decisions

- Council reinstated the 2% per month late payment finance charge for utility accounts.

Follow-Up

- Staff will implement the reinstated late payment finance charge with the September billing cycle.

Public Works Vehicle Purchase

Council reviewed three competitive quotes for replacement of a Public Works vehicle that has required repeated repairs. Brandon reported that the proposed replacement is a 2026 Ford Maverick crew cab with minimal equipment for in-town use and improved fuel economy. Quotes were received from Denton Ford, Hertrich Ford, and Partridge Ford, and the purchase had been budgeted at \$17,000 in the fiscal year 2026 budget. Staff recommended Denton Ford based on the pricing presented and the trade-in of the existing truck.

- Denton Ford quoted a sale price of \$30,100 with a \$14,000 trade-in allowance.
- Hertrich Ford and Partridge Ford also submitted competing quotes within the approved budget range.
- The replacement vehicle is intended for general Public Works use and not for snow-plow service.

Motions and Votes

- Motion approved to accept the Denton Ford bid for the replacement Public Works truck.

Decisions

- Council approved purchase of the replacement Public Works truck from Denton Ford within the budgeted amount.

Follow-Up

- Staff will complete the trade-in and purchase process for the replacement Public Works truck.

2025 Annual Drinking Water Quality Report

Council received the 2025 Annual Drinking Water Quality Report for review. Staff advised that no issues were identified in the report and noted that supplemental information was provided regarding monitoring requirements and the use of earlier data that had been accepted for that purpose. The report was also made available to the public.

Decisions

- The 2025 Annual Drinking Water Quality Report was received for review.

Follow-Up

- Council members will review the report and bring any questions to the next meeting.

Susquehanna Operational Services, LLC Contract

Council considered a one-year agreement with Susquehanna Operational Services, LLC for operation of the wastewater treatment facilities. Staff reported that legal counsel reviewed the agreement and that revisions were made to address nitrate performance, with the goal of maintaining nitrate levels at 4 or below so the town can remain eligible to pursue grant funding of approximately \$35,000. Council also discussed pricing language in the contract and was advised that language concerning a 2% increase was removed as redundant and that the increase was waived in the final agreement presented for approval.

Motions and Votes

- Motion approved to accept the one-year agreement with Susquehanna Operational Services, LLC for operation of the town's wastewater treatment facilities.

Decisions

- Council approved the one-year Susquehanna Operational Services, LLC contract.

Follow-Up

- Staff will execute the approved contract and monitor nitrate performance for grant eligibility purposes.

Discussion of Regular Meeting Schedule

Council briefly discussed the possibility of changing regular meeting dates from the first and third Thursdays to the second and fourth Thursdays while keeping two Thursday meetings each month. The matter was presented for consideration and discussion only, with no final action taken. Commissioner Ernest and other members were asked to consider the change and return to the subject at the next meeting.

Decisions

- No action was taken to change the regular meeting schedule.

Follow-Up

- Council will revisit the proposed meeting schedule change at a future meeting

Commissioner Remarks and Closed Session

During commissioner remarks, Council was advised that the Greensboro Volunteer Fire Department is seeking donations of bottled water for emergency calls during hot weather, and that water is preferred over sports drinks because of storage and shelf-life considerations.

Council also received an update that shipping containers located near railroad property remain under review while the parties responsible and removal arrangements are being determined. The Mayor then requested a closed session pursuant to Maryland General Provisions Article 3-305(b)(1) to discuss personnel matters and Maryland General Provisions Article 3-305(b)(7) to consult with legal counsel regarding legal issues related to personnel matters.

- A purchase option at Walmart for bulk bottled water was mentioned for potential donors.

Motions and Votes

- Motion approved to enter closed session pursuant to Maryland General Provisions Article 3-305(b)(1) and Maryland General Provisions Article 3-305(b)(7).

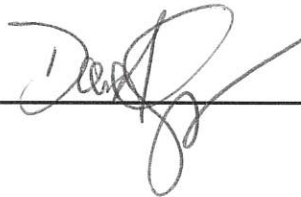
Decisions

- Council voted to enter closed session for personnel matters and consultation with legal counsel.

Adjournment

The open session concluded when the Mayor and Council voted to enter closed session pursuant to Maryland General Provisions Article 3-305(b)(1) and 3-305(b)(7) to discuss personnel matters and consult with legal counsel regarding related legal issues.

Signature

A handwritten signature in black ink, appearing to be "Dea B.", is written over a horizontal line.