

**Housing Review Board Minutes**  
**Meeting Agenda for Monday, May 5, 2025, 2PM**  
**Grant Cycles: MD-25-CD-29**

**One West Market St., 1<sup>st</sup> Floor Board Room Meeting, Snow Hill, MD 21863**

**Attendance:**

Maria Campion-Lawrence	Jennifer Keener
Don Furbay	Matt Laick
Felicia Green	David Walter
Debbie Hileman	Davida Washington
Charles Murphy	
Carl Smith	

The minutes from the Board's last meeting on November 13, 2024 (Open Session and Closed Session) were reviewed. Maria made the motion to accept the minutes as submitted. Felicia seconded the motion, and everyone present accepted the minutes.

The following are project updates on progress of all grant projects approved to since the last meeting 11/13/2024.

**Completed Projects:**

[REDACTED] – Abandoned

[REDACTED] –

General Rehabilitation (Van Hollen Congressional Earmark) - \$33,575.00

[REDACTED] –

General Rehabilitation (Van Hollen Congressional Earmark) - \$33,481.90

**Work in Progress:**

Housing Study Update – Jennifer Keener shared an update with the board. The housing study was necessary to have an assessment of the conditions of the housing stock of Worcester County. We are halfway through the process and the contractor, MATRIX, is collecting data for our Housing Profile.

Rehabilitation projects that are being processed through the Special Loans Program until our next round of funding:

**Completed:**

[REDACTED] – General Rehabilitation -Grant \$75,000

[REDACTED] – General Rehabilitation -Loan/Grant \$67,909/\$60,000

[REDACTED] – General Rehabilitation –

Loan/Grant/Grant \$36,568/\$19,700/\$13,600

**WIP (Approved – Under construction or awaiting funds)**

[REDACTED] – General Rehabilitation – Loan \$19,170.00

[REDACTED] – General Rehabilitation – Grant \$22,851

[REDACTED] – General Rehabilitation – Loan \$46,302

[REDACTED] – General Rehabilitation – Loan/Grant \$16,580/\$14,210

[REDACTED] – General Rehabilitation – Grant \$58,850

[REDACTED] – General Rehabilitation - Loan/Grant \$26,060/\$16,630

### **Applications Submitted:**



### **Replacement Home Updates**

██████████ – 1525 Snow Hill Road, Stockton, MD 21864. 95% Complete.

██████████ – 5429 Snow Hill, MD 21863. DHCD 10% Demolition completed

██████████ – 10142 Germantown Road, Berlin, MD 21811. 75% Complete

██████████ – 10110 Germantown Road, Berlin, MD 21811. 10% Demolition completed

██████████ – 8747 Lewis Road, Berlin, MD 21811. 65% Complete

██████████ – 9256 Bottle Branch, Berlin, MD 21811. 5% completed – Survey completed, and plans submitted

██████████ – 10814 Maple Court, Berlin, MD 21811. Foundation, walls, and roof 100% Complete

██████████ – 408 Linden Ave., Pocomoke, MD 21851. Received feedback from consultants and we will compile MOA to send to MHT.

██████████ – 10307 Doe Drive, Berlin, MD 21811. 33% Complete

██████████ – 206 Railroad Ave., Berlin, MD 21811- Compiling Bid Package

██████████ – 111 Oak St., Pocomoke, MD 2181 – Compiling Bid Package

██████████ – 1540 St. Paul Road, Stockton, MD 21864 – Compiling Bid Package

██████████ – 8618 Langmaid Road, Newark, MD 21841 – Compiling Bid Package

██████████ – 8847 Lewis Road, Berlin, MD 21811 – Compiling Bid Package

██████████ – 10125 Teagle Road, Berlin, MD 21811 – Compiling Bid Package

██████████ – 9747 Hotel Road, Bishopville, MD 21813 – Compiling Bid Package

**Budget status as of 04/30/2025 for CDBG MD-25-CD-29 Housing**

Category	Original Budget	Budget 11/2024	Committed	Spent	Available
Project Administration					
Relocation					
Housing Study	\$50,000.00	\$50,000.00	\$49,900.00	\$24,950.00	<b>\$100.00</b>
Emergency Repairs					
General Rehab					
Program Income *		\$8,780.00	\$8,780.00	\$8,780.00	<b>\$0.00</b>
TOTALS					

Other Administrative Matters: NOFO – MAHT Indoor Plumbing – Another funding opportunity has been offered to Worcester County from the MD Affordable Housing Trust. Up to \$300,000 is being offered in a grant for installation of wells and septic, renovation of bathrooms and kitchens, connection to public water system, and any activity that will improve water quality such as water treatment system or replacement of rusty pipes.

Don Furbay made a motion to go into closed session. Maria Campione-Lawrence seconded the motion and all that were present agreed.

**Closed Session:** The remainder of this meeting will be closed under general provisions Art§ 3-305(b): To protect the privacy or reputation of individuals concerning a matter not related to public business.

- [REDACTED] – 10226 Georgetown Road, Berlin, MD 21811 – Emergency well needed. Somerset Well Drilling is the chosen contractor. Don Furbay makes a motion to assist Peggy McCall with the funds needed: \$10,105.00. Felicia Green seconded the motion and all that were present agreed.
- [REDACTED] -10802 Maple Ct., Berlin, MD 21811 – Emergency septic needed. Doug Van Excavation is the chosen contractor. Felicia Green makes a motion to assist Inez Foreman with the funds need: \$22,874.00 Charles Murphy seconded the motion and all that were present agreed.
- [REDACTED] – 1525 Snow Hill Road, Stockton, MD 21864. – Relocation expenses needed. They have been housed at 517 S. Division St., Fruitland, MD 21826 while their replacement home is being built. The construction time has become extended. Four plus months of rent can be covered by \$8,780.00 of the CDBG Program Income received. Felicia Green made the motion to cover the expenses and nothing beyond the \$8,780.00 Charles Murphy seconded the motion and all that were present agreed.

Carl Smith was introduced to the other board members. He wanted to know the structure of the funding packets for the replacement homes and Davida responded that it varies utilizing grants and/or loans. Don Furbay made a motion to adjourn the meeting. Charles Murphy seconded the motion and all that were present agreed.

Humbly Submitted - Felicia Green