



**Mayor and Town Council
Monday, November 18, 2024
Old Fire Hall, 212 W. Green Street, Snow Hill
Work Session**

ZOOM Meeting ID: 953 699 8590

5:00 pm

**AGENDA
(times approximate)**

5:00 pm: Call to order by Mayor Simpson

- a. Resumption of consideration of future use of the old firehouse located at 212 West Green Street
- b. Consideration of recommended Charter Amendments submitted by the Charter Review Committee
- c. Update on the Willow Street surplus property disposition

6:45 pm: Public Comment: members of the public may register to speak for up to three minutes on any municipal question or matter under established protocols.

6:55 pm: Announcements from the Mayor & Council

7:00 pm: Adjournment

PLEASE NOTE:

- Meetings will be recorded and available to the public on the website.
- Portions of meetings may be closed under the terms of the State Open Meetings Act as necessary.
- If you would like to receive a meeting packet sent to you prior to the meeting, please email Kandice Ringenary at adminco@snowhillmd.com.

This agenda may be subject to change.

TOPICS FOR DISCUSSION ON FUTURE OF OLD FIREHOUSE:

Note: Mayor Simpson has declared that, as of January 1, 2025, no further public use of nor access to the old firehouse by the public will be permitted. The police department will continue to operate from the current facility until new accommodations can be provided.

Following is a general outline of a discussion to evaluate options open to the Mayor & Council to save or dispose of the firehouse as a Town (public) property.

A. General Condition of the Facility: Aaron Flook & Randy Barfield reporting

- a. Inspection reports
 - (1) Code violations
 - (2) Structural concerns
 - (3) Immediate safety issues
 - (4) Cost to repair both immediately and over time: **Lounell Hamstead & Teron Lewis**

Note: consideration should be given to identifying immediate items for attention in the name of public safety and the health of the employees of the police department.

B. Options for Moving Forward: Open discussion

- a. Keeping the building, continuing the status quo
 - Repair all structural and code problems
 - Increase rental fees to help recover costs
 - Partner with others to maintain and provide a community facility
- b. Maintaining ownership of the building/property but partnering with other(s) on a lease contract or Memorandum of Understanding (MOU) to provide community services similar to current practice.
 - Repair all structural and code problems
- c. Disposing of the building
 - Sell as-is with no repairs
 - Sell as-is with limited high priority repairs for public health & safety
 - Sell but invest in a certain level of improvements to garner a higher sales price
 - Invite Requests for Proposals from the public for future acquisition and use similar to what was done with the Black-Eyed Susan
 - Invite bids from the public to purchase outright
 - Put the property in the hands of a realtor

C. Other Issues

- a. Police Station Relocation
- b. Storage of Town files, holiday decorations, etc.
- c. Legal issues and process/public hearing
- d. Availability of grants
- e. Others?

Report Summary

Roof		
Page 4 Item: 1	Roof Type	<ul style="list-style-type: none"> • There is smaller shingle roof on the right hand side of the building. Shingles are deteriorated and will need replaced within 0-6 montys. • There is evidence of ponding in areas on this roof. This should be evaluated further and corrected before further damage from excess weight and water intrusion occur. • There are three main roof sections, Front High Section, Rear Middle Section, Front Lower Section. The Front High Section and Rear Middle Section are both EPDM (Rubberized Roof) cover material. This type of roofing has a life expectancy of approximately 20 years. Due to the stretching of the edges, and cracking and curling of the seams, indicates the roof is at or exceeding its designed life expectancy. There is leaking on the Rear Middle Section. <p>The Lower Front Section (over the Police Station) is an Asphalt Rolled Roofing, which has a life expectancy of 10-15 years. This roofing is starting to wrinkle, with alligator cracking throughout the covering material. The seams are starting to crack and tear. This material is existing beyond its designed life expectancy.</p> <p>Recommend replacing the roofs 1-2 years. Some sections will need immediate repair.</p> <ul style="list-style-type: none"> • The front parapet wall is capped with old terracotta tile parapet caps. The joints for these caps are generally sealed with Cement. Several of the joint seals were deteriorated or missing. This can help to allow water penetration around the roof covering. Recommend having the terracotta caps be replaced with metal parapet caps as part of replacing the roof. Temporarily sealing the open cap seams can help reduce water penetration in the short-term.



Parapet cap on front upper roof. Missing cement seal around connection point



Repair on parapet cap for Front Upper Roof



Corner of parapet wall base, front upper roof. Seams starting to separate



Front upper roof, damaged seal on parapet cap



Front upper Roof, damaged parapet cap



Overview



Overview of the lower front roof



Overview of rolled roofing covering the lower front roof



Overview of the front upper roof



Rear middle roof overview with ponding



Wrinkles on the rear middle roof. The roofing is pulling away from the side parapet



Area of roof structure under leaking Rear middle roof. Area of approximately 10'x10'



Closer photo of the water damage and biological growth.



End of rafters show both water damage to the end of the rafter and minor compression. There is excessive corrosion on the joist hanger.



Excessive water damage to decking and rafters



Area of repair previously done



excessive cracking at seam over police station



Royal Plus, Inc.

Royal Plus, Inc.
11048 Cathell Road,
Berlin, MD 21811

Client: Town of Snow Hill
Property: 103 Bank Street
Snow Hill, MD 21863

Home: (757) 894-1639

Operator: CODY

Estimator: Cody Erb
Position: NE Senior Estimator
Company: Royal Plus, Inc.
Business: 11048 Cathell Road
Berlin, MD 21811

Business: (443) 497-1788
E-mail: Cody@RoyalPlus.com

Reference:
Company: Royal Plus, Inc.
Business: 201 Belt Street
Snow Hill, MD 21863

Business: (410) 677-3473
E-mail: Cody@RoyalPlus.com

Type of Estimate: Mold Remediation
Date Entered: 11/15/2024

Date Assigned: 11/14/2024

Price List: MDSA8X_NOV24
Labor Efficiency: Restoration/Service/Remodel
Estimate: M-1937-MOL
File Number: M-1937-MOL

This is an estimate for minor mold remediation at both 103 Bank Street and 216 West Green Street which both reside in Snow Hill Maryland.



Royal Plus, Inc.

Royal Plus, Inc.
11048 Cathell Road,
Berlin, MD 21811

M-1937-MOL

Town Hall (103 Bank Street)

DESCRIPTION	QTY	UNIT PRICE	TOTAL
1. Hazardous Waste/Mold Cleaning Technician - per hour	8.00 HR @	78.05 =	624.40
<i>*Labor and materials to clean masonry wall with anti-microbial and then encapsulate with drylock or fiber lock.</i>			

Police Station (216 West Green Street)

DESCRIPTION	QTY	UNIT PRICE	TOTAL
2. Hazardous Waste/Mold Cleaning Technician - per hour	8.00 HR @	78.05 =	624.40
<i>*Labor and materials to clean masonry wall with anti-microbial and then encapsulate with drylock or fiber lock.</i>			
3. Hazardous Waste/Mold Cleaning Technician - per hour	16.00 HR @	78.05 =	1,248.80
<i>*Labor to clean off mold around registers in the main open area when walking into the building, clean around the suspended ceiling in the first left bathroom, and in the back office of the Chief. This also includes for the cleaning of the wall along the ceiling of the back area of Chief's office.</i>			
4. Acoustical Treatments Installer - per hour	8.00 HR @	66.36 =	530.88
<i>*Labor and material allowance to replace minimal ceiling tiles. This is only for the bathroom and in the Chief's office. Allowance of 5-6 tiles per room.</i>			

General Conditions

DESCRIPTION	QTY	UNIT PRICE	TOTAL
5. General Laborer - per hour	4.00 HR @	65.09 =	260.36
<i>*General staging labor as needed due to walk-ways, hallways, parking lots, etc.</i>			
6. Add for personal protective equipment (hazardous cleanup)	8.00 EA @	12.31 =	98.48
<i>*PPE as needed throughout.</i>			
7. Mask or cover per square foot	200.00 SF @	0.48 =	96.00
<i>*Allowance to mask the floors as needed when performing the scope of work.</i>			



Royal Plus, Inc.

Royal Plus, Inc.
11048 Cathell Road,
Berlin, MD 21811

Summary

Line Item Total	3,483.32
Material Sales Tax	6.99
Replacement Cost Value	\$3,490.31
Net Claim	\$3,490.31

Cody Erb
NE Senior Estimator



Royal Plus, Inc.

Royal Plus, Inc.
11048 Cathell Road,
Berlin, MD 21811

Recap of Taxes

	Material Sales Tax (6%)	Manuf. Home Tax (6%)	Storage Tax (6%)
Line Items	6.99	0.00	0.00
Total	6.99	0.00	0.00



Royal Plus, Inc.

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11048 Cathell Road,
Berlin, MD 21811

Recap by Room

Estimate: M-1937-MOL

Town Hall (103 Bank Street)	624.40	17.93%
Police Station (216 West Green Street)	2,404.08	69.02%
General Conditions	454.84	13.06%
<hr/>	<hr/>	<hr/>
Subtotal of Areas	3,483.32	100.00%
<hr/>	<hr/>	<hr/>
Total	3,483.32	100.00%



Royal Plus, Inc.

Royal Plus, Inc.
11048 Cathell Road,
Berlin, MD 21811

Recap by Category

Items	Total	%
ACOUSTICAL TREATMENTS	530.88	15.21%
GENERAL DEMOLITION	96.00	2.75%
HAZARDOUS MATERIAL REMEDIATION	2,497.60	71.56%
LABOR ONLY	260.36	7.46%
WATER EXTRACTION & REMEDIATION	98.48	2.82%
Subtotal	3,483.32	99.80%
Material Sales Tax	6.99	0.20%
Total	3,490.31	100.00%

Issue

Repair

Repair
Quote

Issue	Repair	Repair Quote
Fire Marshall		
Install/Repair emergency lighting	Add numerous exits, emergency, combination fixtures and weather proof outside lights and exits	\$2,896
Install/ Repair illuminated Exit signs		
2hr firewall		
Install/ Repair fire alarm		
Replace/Repair 2nd story sprinkler system		
Provide cover plates and install various GFC outlets	install extra GFC outside of the building and along east and west walls; install shatterproof bulbs ; install 12 new LED fixtures and add 2 GFC outlets	\$2950 \$3452 \$6402
Discontinue use of extension cords and temporary electric lines		
Post 911 address	Install new disconnect and run 2' conduit to Big Bay Area; new 200 amp 40 circuit panel	\$5,445
provide 30 in clearance between electric service		
Provide documentation for approved us- hose for gas feeding heater		
	Instill new GFI recepticles and LED bulbs upstairs; install 2 new LED fixtures in police lounge; electrical roomm placards	\$750 \$12,597
First State Inspection		
Roof- signs of aging and weathering, vegetative growth, shingles in disrepair, areas of defect that admit water		
Interior water damage		
Exterior doors and windows in disrepair- not weather tight, broken glazing, flaking paint, rotted framing. Windows do not remain open		
Upstairs emergency escape door is disfunctional		
Missing mortar and cracks throughout brick exterior. Damaged bricks		

	Wood surfaces are not properly finished to prevent deterioration.		
	Interior paint flaking, peeling and chipping; lead contamination suspected		
	Uncovered foam installation ceiling finish that may not meet fire code standards and that are broken and damaged		
	Soft and spongy subfloor due to repeated exposure to water infiltration; microbial growth		
	Fire code seperation requirements for first floor areas		
	Exposed bare wood - kitchen floor		
	improper wiring and restricted access to service panels		
	Rubber garden hose used as gas line to heater in garage area		
	bathroom and kitch sinks require hot water service		
	Bathrooms require ventillation		
	Handrail to interior stairwell is not grappable and do not terminate at a wall (to prevent snagging on clothing)		
	Emergency exit signs are not compliant with Code		
Royal Plus			
	HVAC Duct Cleaning	Plicec Station duct cleaning	\$1,790
	HVAC Duct Cleaning	Old Fire House duct cleaning	\$1,790
	HVAC Mini Split cleaning	Old Fire House mini split dutless bib cleaning	\$1,700
			\$5,280

*Electric
Old Fire House*

barfield snowhillmd.com

From: Carl & Terri Smith <punkinteri@gmail.com>
Sent: Wednesday, July 10, 2024 6:19 AM
To: barfield snowhillmd.com
Subject: Re: Old fire hall

Randy,

This is the follow-up email that was sent July 3rd. These prices include the maintenance department helping me on some parts of this estimate.

New electric panel:

Install a new disconnect beside main power coming into the building and running a 2" conduit over to the Big Bay Area and installing a new 200 amp 40 circuit panel. This is to feed all the new circuits and eliminate the 2 small old panels. Parts and labor \$5445.00

Big Bay area:

Add extra gfi receptacles to the outside of building for special events and 3 gfi receptacles on the east and west walls to eliminate the extensions cords along with 2 on the north wall and install shatterproof bulbs in the ceiling string lights (approximately 200). Parts and labor \$2950.00

Wash Bay area:

Remove the 12 old outdated flurescent tubes fixtures and install 12 new LED fixtures and add 2 new gfi receptacles. Parts and labor \$3452.00

Emergency lighting:

Add numerous exits, emergencies, combination fixtures in the building including the rest rooms and weather proof emergency lights for the outside steps and exit doors. Parts and labor \$2896.00

Miscellaneous:

Install some new gfi receptacles and LED bulbs in several places upstairs. Install 2 new LED fixtures in the police lounge area and Placards on electrical room doors stating "Authorized personnel only". Parts and labor \$750.00

Thanks,

Stevens Electric

Carl Smith

On Wed, Jul 3, 2024, 12:08 PM Carl & Terri Smith <punkinteri@gmail.com> wrote:

Yup !! And the egress lighting

On Wed, Jul 3, 2024, 11:36 AM barfield [snowhillmd.com](mailto:barfield@snowhillmd.com) <barfield@snowhillmd.com> wrote:

Thanks very much can you get me a quote for this please the exit lights should be electric with battery back up per the FIRE MARSHALL

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Carl & Terri Smith <punkinteri@gmail.com>
Sent: Wednesday, July 3, 2024 10:57:38 AM
To: barfield [snowhillmd.com](mailto:barfield@snowhillmd.com) <barfield@snowhillmd.com>
Subject: Old fire hall

Randy,

After talking with you, I looked over the building, and this is what I recommend (I'm quite sure we missed several things).

Install a 42 circuit single phase 200 amp electric panel and eliminate the 2 small old ones that are in the police lounge area and the one in the big bay area.

Install some new Gfic circuits on the outside of the building to be used for special events, and remove the temporary extension cord.

Replace the 2 ceiling lights with led fixtures in the police lounge area.

In the big bay area, install 6 gfi receptacles on both east and west walls and 2 on the north wall. This will eliminate all the extension cords.

Also, install approximately 200 shatterproof led bulbs in the ceiling string lights.

The electrical equipment rooms are not meant for storage, and the doors need to be locked with placards stating "Authorized Personal only."

Add new exits and emergency lights in numerous locations with emergency egress lighting over all doors going out of the building (maybe some battery-operated smoke detectors).

Back wash bay area,
add more Gfic receptacles and replace the 10 old lights with LED light fixtures.

Upstairs, change out a few of the old ceiling lights and add a few more extra receptacles.

Thanks,
Stevens Electric
Carl Smith

Fire Detection Equipment Room 2nd Floor

From: barfield snowhillmd.com <barfield@snowhillmd.com>
Sent: Monday, July 29, 2024 7:39 AM
To: Rick Pollitt <townmanager@snowhillmd.com>
Cc: mayor snowhillmd.com <mayor@snowhillmd.com>; hamstead snowhillmd.com <hamstead@snowhillmd.com>
Subject: FW: Quote for Repair at Snow Hill Police Department ready for approval

This is the quote for the fire House.

From: Kathy Sheldon <servicetrade-noreply+Hc5@servicetrade.com>
Sent: Friday, July 26, 2024 3:25 PM
To: barfield snowhillmd.com <barfield@snowhillmd.com>
Subject: Quote for Repair at Snow Hill Police Department ready for approval



VSC Fire & Security, Inc. Sent You a Quote

VSC Fire & Security, Inc. submitted a quote for **Snow Hill Police Department** for your review and approval. Click [here](#) to view details, approve, or request changes to the quote.

1. We will replace (2) recalled Omega sidewalls. Moving (1) closer to the wall and (1) closer to the ceiling.
2. We will install (1) sidewall behind the handling unit.

If control valve does not hold the work will be time and material requiring a return visit.

Exclusions

1. ANY REPLACEMENT OF EXISTING DEFECTIVE MATERIALS OTHER THAN AS LISTED IN THE ABOVE SCOPE OF WORK.
2. UPGRADE TO THE EXISTING SYSTEM OR COMPONENTS.
3. RAISING/RELOCATING EXISTING MAINS OR BRANCH LINES OTHER THAN STATED ABOVE.

4. TESTING AND TREATMENT OF THE WATER SUPPLY SYSTEMS FOR CORROSION MATTER CONTAINED WITHIN THE SYSTEMS. (I.E. MICROBIOLOGICAL ORGANISMS)
5. ASBESTOS/LEAD PAINT REMOVAL OR ABATEMENT.
6. PAINTING OR IDENTIFICATION OF PIPES.
7. ELECTRICAL OR FIRE ALARM WORK OF ANY KIND.
8. CUTTING, PATCHING AND PAINTING.
9. FIRE PUMPS.
10. FIRE WATCH.
11. FIRE EXTINGUISHERS OR CABINETS.
12. BACKFLOW PREVENTION.
13. ANY WEEKEND OR OVERTIME HOURS.
14. ANY DESIGN, DRAWINGS, PERMITS OR FEES.
15. ANY ADDITIONAL DRAIN TIME THAT EXCEEDS ONE (1) HOUR.
16. COMPLIANCE FEES

Quote: Quote for Repair at Snow Hill Police Department

Amount: \$1,385.38

Valid Until: 8/30/2024

Prepared By: Kathy Sheldon

Address: 216 West Green Street, Snow Hill, MD 21863

[View and Respond to Quote](#)

If you have any questions or concerns about this quote or you have received this email in error, please contact Kathy Sheldon at KSheldon@vscfire.com.

Thank you!

VSC Fire & Security, Inc.
410-546-6969
924 Eastern Shore Drive
Salisbury, MD 21804



Peninsula Roofing Company
1209 N. Salisbury Blvd.
Salisbury, Maryland 21801
(410) 742-6163

October 7, 2024

RE: Old Firehouse

To Randy Barfield:

Thank you for asking Peninsula Roofing to evaluate the roof at the Old Firehouse in Snow Hill, and to provide an estimate for its replacement.

The existing roofs on this building are all structurally sloped. The upper roofs are EPDM membrane while the lower roofs are a built up roofing material. Both the rear section and the lower section show signs of leakage, however the uppermost section does not and thus is a viable candidate for a recover.

Given the nature of the construction, it appears that some of the leakage is likely occurring from either the masonry walls or the terra cotta and concrete copings. When we remove the existing wall flashing, we will ensure that the weeps have not been covered. If there are no weeps, we would add some above our flashing. The terra cotta coping is notorious for letting water enter the wall system as it ages, and should be replaced with a metal coping.

We will need to cut the existing walkway on the roof to access the roof below. Once our work is complete, we would re-weld the walkway back together. Given the location of the power lines, this roof is only accessible from W Green St or the parking lot to the rear as indicated on the picture below:

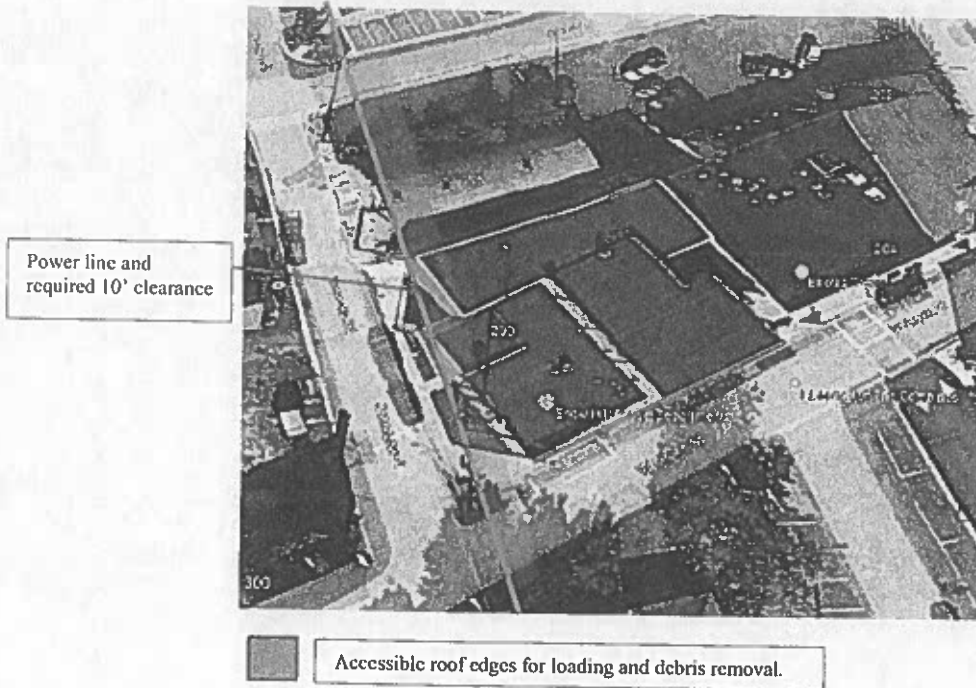
8. Flash the walls and curbs with new 60 mil TPO.
9. Secure the top edge of the flashing with new extruded aluminum termination bar, ensuring the weeps are not covered.
10. Install new pitch pockets and pipe flashings as appropriate.
11. Cut new weeps if needed.
12. Cover the termination bar with 032 aluminum surface mounted counter flashing.
13. Install new 050 aluminum clip shop fabricated to an ES-1 profile as required by code.
14. Install new 040 aluminum coping shop fabricated to an ES-1 profile.
15. Install new 040 TPO coated aluminum edge metal at the drainage edge.
16. Install new TPO coated aluminum scuppers at the existing locations.
17. Install new 032 aluminum leader heads, gutter, and downspouts.
18. Weld the walkway back together and install it over new walk pads.
19. Provide our 5 year workmanship warranty.
20. Enroll the building in our maintenance and inspection program for 2 years at no additional cost.
21. Provide the manufacturer's 25 year labor and material warranty.

The price of this work is ONE HUNDRED TEN THOUSAND EIGHT HUNDRED DOLLARS (\$110,800).

Please let me know how you would like to proceed so we can schedule this work. Feel free to contact me if you have any questions or if I may be of any further assistance.

Yours Truly,

R. Sean Fahey
President



The new roof will be designed to meet the uplift pressures associated with a 130mph wind, but we assume in this quote that the energy code is met from interior insulation.

We propose the following work:

1. Tear off and remove the roofing on the lower and rear roof sections.
 - a. Rotten or deteriorated decking would be replaced as a time and material extra.
2. Cut slits in the roof on the upper section so it does not act as a vapor barrier.
3. Cut the walkway over the lower roof so it can be raised to access the roof below.
4. Remove existing terra cotta coping.
5. Install new wood nailer at the top of each parapet.
6. Install new ½" high density polyisocyanurate insulation over the sheathing (or old roofing on the upper section) to serve as a cover board.
7. Fully adhere new 60 mil TPO over the cover board



Fire Marshall Office of the Fire Marshal
WORCESTER COUNTY

Old Fire House

1 W. Market Street, Room 1302
Snow Hill, Maryland 21863-1249

TEL: 410-632-5666
FAX: 410-632-5664
www.co.worcester.md.us

FIRE SAFETY INSPECTION

NAME: TOWN OF SNOW HILL - OLD FIRE HOUSE
ADDRESS: 212 WEST GREEN STREET
CITY: SNOW HILL, MD 21863
OCCUPANCY: Assembly
TELEPHONE: 4436145200
INSPECTION CONTACT: KEVIN BROWN
Codeofficial@snowhillmd.com

Inspection Type: Initial
Fire Marshal: FM5 - DFM Christopher Vieira
Status of Inspection: Violations - Requires Reinspection
Amount of Inspection (if any): \$ 0.00

A fire and life safety inspection of the above referenced location was conducted on 07/01/2024 at 10.10 hours for a Fire Safety inspection.

If any violations were noted they would be listed below per the County and/or State Fire Prevention Codes. Those violations require your immediate attention and Compliance within: 0 days.

1. MEANS OF EGRESS

Violations:

Keep all corridors/stairways clear and unobstructed, Install/Repair emergency lighting in areas noted below, Install/Repair illuminated exit signs in areas noted below.

Comments: - Exit signs and Emergency lights throughout building failed test.

- All locations where paper "EXIT" signs are present need to be upgraded to powered, battery backup signs
- Exit doorway from wash/storage bay into council meeting room is hidden. It must be made obvious and rated because it is a penetration through the required 2-hr firewall
- Exit sign needed at top of 2nd floor banquet hall interior stairwell

2. FIRE PROTECTION FEATURES

Violations:

Install/Repair fire/smoke doors in the following areas

Comments: - Fire wall separating wash bay from 1st floor gathering space has penetrations through it - must be filled in to achieve a minimum of 2 HR rating using an approved UL design

3. FIRE PROTECTION EQUIPMENT

Violations:

Install/Repair fire alarm system as noted below, Replace/Repair automatic sprinkler system equipment as noted below

Comments: - Provide documentation the installed Fire Sprinkler heads on the 2nd floor are in service and within replacement timing

- Provide documentation for Fire Alarm system in the building showing it is fully operable or remove it in its entirety

4. BUILDING SERVICE EQUIPMENT

Violations:

Provide cover plates for open electrical receptacles and junction boxes as noted below, Maintain at least a 30 inch clearance between all electrical service equipment and storage., Discontinue the use of extension cords and multiple type electric plugs and replace with permanent wiring as noted below

Comments: - Cover plates and junction box coverings missing throughout

- Storage against electric panels blocking access and too close to the panels throughout
- Extension cords in 1st floor meeting room cannot be daisy chained anymore. Use by themselves.
- Temporary electrical service shall be discontinued past 90 days of use or upgraded to permanent electrical service for greater than 90 days.
- Discontinue electric service wires going through doorway from utility room into meeting room
- Provide documentation the hose feeding gas to heater in storage/wash bay is approved for the use

5. GENERAL FIRE SAFETY

Violations:

Post 911 Address in accordance with the Code, Occupant load calculation must be posted and visible.

Comments: - 911 address not readily visible on exterior of building.

- Occupant load signage not posted in building

REMARKS:

None

Received By: KEVIN BROWN

From: mcgee snowhillmd.com
Sent: Wednesday, July 3, 2024 12:06 AM
To: Rick Pollitt
Cc: barfield snowhillmd.com
Subject: Fire Inspection

Sir,

I spoke with Fire Marshal Viera this evening about the recent inspection of the firehouse. I presented him two questions. 1) Was the inspection of the Fire Hall an inclusive inspection or a courtesy inspection? His response was that it was a requested inspection and an official one per his departmental rules. He went over some of the main "failures" with me and elaborated on some of them. The main violation that he indicates that needs to be addressed is the Fire Break Wall behind the podium leading into the back bay. As it currently stands, the wooden wall and window framing are deemed a major hazard. His concern is that if a fire were to break out in the back bay, this current structure would not stop or delay a spreading fire. He also indicated that a building our size needs to have working fire and heat alarms which it currently is inoperable or non-existent. Smoke detectors, Exit Signs and the other violations will need to be addressed. 2) The second question that I asked them if we should or should not allow the general public in the building ie renting our events with larger than a typical meeting might hold. He indicated that he would like to see the firewall correctly done before renting but left that to us to decide. He understood the concerns from the Towns perspective and indicated the following .

A) Typical Commercial Inspections that are issued a report indicating violations have 90 days to fix or mediate those violations. There is some built in leeway as long as we are making a "good" effort to address those violations. The Fire Marshal's Office is willing to work with us every step of the way to help correct the violations.

B) They understand the magnitude and the scope of the work that needs to be done. They also understand how difficult it is to find contractors in a timely manner to address some of the issues. Again he reiterated as long as we are acting in good faith, we should be fine.

C) The inspection report only addresses the Fire Hall. They consider the Police Department, and Elliotts separate buildings. We also need to get address plaques for The Police Department and Fire Hall.

I also advised him that you would probably like to meet with him or at least speak directly to him for any clarification or to discuss a broader range of topics about the violations. His direct Office Number is 410-632-5666 extension 5. His name is Chris Viera. He also stated that his direct supervisor could also help and make decisions that are above his authority. His information is Assistant Chief Fire Marshal Rob Korb . I have known them both for many years and both are approachable and understanding of government buildings, especially older ones.

So Its not all bad news.

I have included Randy in this email only. I figured you could condense this down to your liking before briefing the Mayor and Council.

Chief

212 west green street the old fire hall

Value \$271,367 as 7/01/24 with growth valuation of \$282,600

Size of the property 11,471 with a living area of 13,470

Acquired on 08/26/2003 by The Mayor and Council of Snow Hill

The fire hall is currently being used as a meeting grounds for the mayor and council. In addition, the upstairs area was used as a rental area for events. The location has been met with a number of issues based on the questions of safety and town and state codes for public use. A number of issues that has surfaced shows a significant cost that will be needed to bring the property up to standard for public use which is the main source of revenue to cover cost of the unit and make a profit for the town. In review over the past five years dating back to 2019 which not only for the town but our country, I found that cost outweighed the income for the property and it source funding to cover this cost are solely through the police department which utilizes a section of the property for their office.

1. Electric
 - a. The use of electric during events increase between 16-20 kwh during use in an event this includes set-up before and clean up after.
 - b. During Town meetings
 - c. Addition cost due to the structure of the building (Gaps and opens in doors, ceiling, walls)
2. Gas
 - a. Used to heat the police station during winter season
 - b. Flows through to the open area of the fire hall
3. Insurance
 - a. I only included insurance payments from the past 2 years as I do not have information before then

The town was met with a number of issues for the property that were not up to code and needed to be addressed and rectified for the safety of potential renters, public works employees, locals, and the mayor and council.

Repairs needed to bring the buikling up to code					Cost
Duet work cleaning					5280
New circuit panel					5445
romoval of flourescent light and install LED					3452
Emergency Lighting replcement					2896
GFI Recepticles					2950
					20023

The cost to bring the property up to code requires additional funding added to the expense line during fiscal year 2025 if the town decides to proceed with the repairs that only focus on bringing the property up to code will cost an estimated \$20,023 and can take a possible 2-6

months to complete adding to the time where no rentals can be made that will allocate funding toward a bottom line that has been in the negative a possible expanded loss of over 20 years.

Electric

The cost of the Delmarva Power is accurate for 2022-2024 (year-to-date) early years are based on the average cost for commercial buildings in Maryland based on distribution rate power provided by the Office of People's Counsel which included a diagram of rates per KWh, and the Annual Delivery Charges between 2006-2025. In addition, there will be multi rate that will end in 2025 and a new rate will go into effect.

Propane

We had an increase in the cost of propane during covid but it has come down significantly over the year with a current average of \$1.50 through Pep-up with a monthly average delivery of 260 gallons between December and May for a total of 1560.

Maintenance

Clean up before and after events is completed and check by Public Works. The hourly rate is set at \$17 per hour with a total time of 3 hours for completion utilizing 3 employees. The goal starting 2026 is to sell 64 rental per year.

Roof Repair

Review attachment.

Other Repairs

The upstairs area needs a number of areas repaired and updated to meet the requirements to go above local and neighboring towns rental areas to compete. The floor squeaks and sounds of rotted boards the ceiling in a number of areas has holes and an appearance of water damage. Kitchen is completely outdated and has multiple outdated outlets. Doors have gaps and cracks that will affect the cost of gas. Paint with possible lead, wall and ceiling repairs fluorescent lights replace with led lamps.

Old Fire Rental Profit and Loss Statement

Annual Year	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Revenue	2250	2178	475	4005	6295	3630	225	25600	25600	25600	25600	25600	147058
Expenses													
Electric	\$3,934.01	\$4,553.25	\$5,269.97	\$6,099.50	\$7,059.61	\$5,902.90	\$7,059.61	\$7,251.61	\$7,443.61	\$7,635.61	\$7,827.61	\$8,019.61	\$78,056.91
Per. Of Usage	\$983.50	\$1,138.31	\$1,317.49	\$1,524.88	\$1,764.90	\$1,475.73	\$1,764.90	\$1,812.90	\$1,860.90	\$1,908.90	\$1,956.90	\$2,004.90	\$19,514.23
Gas	\$3,776.76	\$3,049.80	\$3,212.04	\$4,330.56	\$2,118.45	\$1,911.02	\$2,340.00	\$2,340.00	\$2,340.00	\$2,340.00	\$2,340.00	\$2,340.00	\$32,438.63
Maintenance	\$1,836.00	\$1,836.00	\$459.00	\$3,672.00	\$6,273.00	\$4,590.00	\$9,792.00	\$9,792.00	\$9,792.00	\$9,792.00	\$9,792.00	\$9,792.00	\$77,418.00
Insurance					\$3,693.00	\$3,693.00	\$3,693.00	\$3,693.00	\$3,693.00	\$3,693.00	\$3,693.00	\$3,693.00	\$29,544.00
Internet													
repairs*													
Improvements													
Expenses						\$20,023.00	\$110,800.00						\$130,823.00
Total Expense (per Usage)	\$6,596.26	\$6,024.11	\$4,988.53	\$9,527.44	\$13,849.35	\$31,692.75	\$128,389.90	\$17,637.90	\$17,685.90	\$17,733.90	\$17,781.90	\$17,829.90	\$289,737.86
Total Expense (Include total electric bill)	\$9,546.77	\$9,439.05	\$8,941.01	\$14,102.06	\$19,144.06	\$36,119.92	\$133,684.61	\$23,076.61	\$23,268.61	\$23,460.61	\$23,652.61	\$23,844.61	\$348,280.54
Net Income (Includes total electric bill)	-\$7,296.77	-\$7,261.05	-\$8,466.01	-\$10,097.06	-\$12,849.06	-\$32,489.92	-\$133,459.61	\$2,331.39	\$2,331.39	\$2,139.39	\$1,947.39	\$1,755.39	-\$201,222.54
Net Income (Per Usage)	-\$4,346.26	-\$3,846.11	-\$4,513.53	-\$5,522.44	-\$7,554.35	-\$28,062.75	-\$128,164.90	\$7,962.10	\$7,914.10	\$7,866.10	\$7,818.10	\$7,770.10	-\$142,679.86
Repairs needed to bring the building up to code						Cost							
Duct work cleaning						5280							
New circuit panel						5445							
removal of flourescent light and install LED						3452							
Emergency Lighting replacment						2896							
GFI Receptacles						2950							
						20023							
Delmarva Power Price Increase													

2026 revenue is based on an increase of \$400 per rental and average 64 rentals a year
 average gallons of propane
 1560

The Fire Hall only has one means of revenue that can be used to cover cost of the building

3 yr elec plan delmarva power increase of \$16 for commercial property per month (\$192 annually)



Snow Hill Police Department

216 W. Green Street
Snow Hill, Maryland 21863
Telephone: 410-632-2447
Fax: 410-632-9943

R. Andrew McGee
Chief of Police

"Police and Community Building Partnerships"

November 14, 2024

To: Town Manager Rick Pollitt

From: Chief R. Andrew McGee

Re: Police Department Movement

Sir,

As you are aware, the past several months has revealed some issues with our current building. The most pressing issue with the building has been the water intrusion and mold issues that have recently been exasperated with rain over the summer. The overall health of the building is poor, and our concerns have been the continued exposure to mold by my officers and the water leaks in the roofing areas. We have taken steps to mitigate our exposure within the building and have purchased air scrubbers to help with the issues presented in the inspection reports. The state of the roof has also been noted in inspection reports. As such, the Mayor tasked me with coordinating contingency plans in the event we need to move our police operations.

Over the past month, I have reached out to modular builders in the area to seek temporary building to house on the property of Federal Street. Each of the builders was asked to present a lease program for up to 24 months with the intent of building a more permanent structure on the site. Unfortunately, the size of the buildings would hamper us if we chose to build on that location. I asked for specific dimensions of at least 50 ft by 28 ft to accommodate a working area and evidence room for our officers. Under strict guidelines by our Federal and State Partners in the overall design of an evidence room, I would need at least an interior room without access windows to be 10x15 feet. This was relayed to our prospective vendors.

Another concern is the electrical condition of the wiring on the Police Department side. On average, there are power surges two to three times a month that cause a reset of our cameras, television surveillance systems, internet and computers. During the recent Seafood Festival, our circuit breakers had to be reset several times due to the load being pulled for the refrigerated beer trucks plugged into our system. This causes us concern simply on the surge. Our Body Cameras and Surveillance cameras are quite expensive and are sensitive to power surges and outages. We have invested in Surge Protectors and have had some of the wiring redone to reduce outages.

The following attachments and proposals are for the temporary construction of a Police Department on site of Federal and Market Street. Each proposal presents its own building design and all structures have their pros and cons. Unfortunately, there are no local companies that would be able to serve our needs. The closest would be in Cambridge and they have only a satellite office at that location. The temporary building would need to house our Evidence Room, Internet and High-Speed connection, Worcester County I.T. line to provide services for our computers in the office and patrol vehicles.

Cost Breakdown per building.

1) Wilmot Modular Structures	Total Cost	\$319,262.92	No Rental
2) Modular Genius	Total Cost	\$190,143.19	Rental \$3551.76 month
3) United Rentals	Total Cost	\$111,476.56	Rental \$3900.00 month
4) Willscot Rentals	Total Cost	\$90,895.26	Rental \$3510.00 month
5) 422 W Market	<u>Current office space which may be available</u>		<u>TBD</u>

I have added a cost for 20 ft storage container to hold our UTV and additional overflow of supplies.

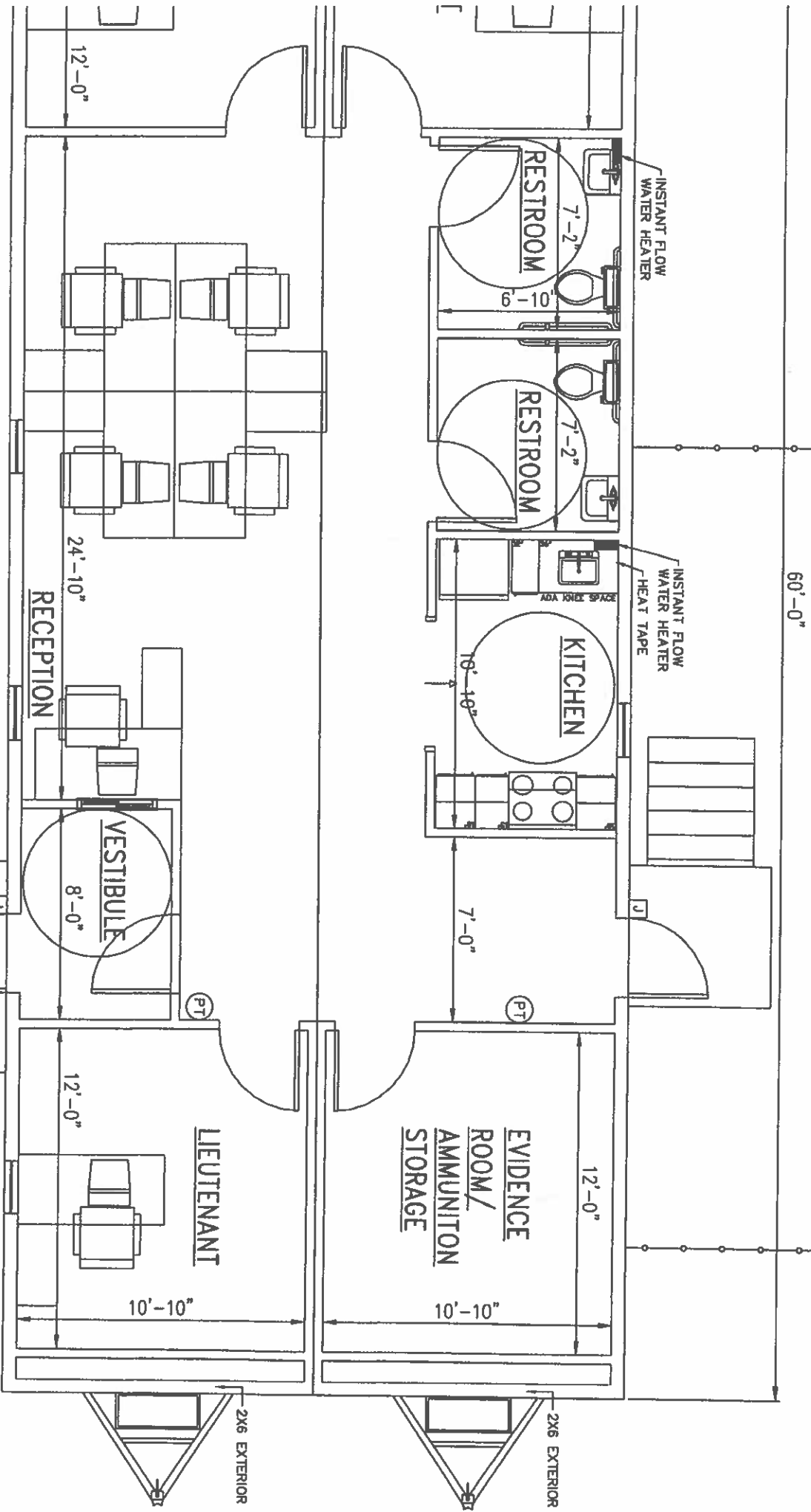
The purpose of the Modular building is to hold us temporary for up to 18 months while plans and provisions are made to begin construction on a new police department. I have included the Berlin Police Departments plans that were constructed in 2017. This building was paid through Casino revenue and grants. The Cost of the building was 2.5 million dollars. Based on their floor plan and design, we would be able to building something on a smaller scale that would serve our residents and visitors for at least 25 years. I have asked my staff to start thinking about our needs and wants to better facilitate a plan of action over the next several months. We tentatively have a tour date of December 4th at 2:30 pm to conduct a walking tour of the Berlin Police Department and to meet with Chief Downing to go over his experience with building a state-of-the-art building. I have attached their design as well. This will allow us to see how they went about construction and costs and any issues that we may run into.

** Chief meeting with Harrison Saunders on November 27th to tour 422 West Market Street, Market Square about rental property on site. Used to house the Child Enforcement Division for the County.

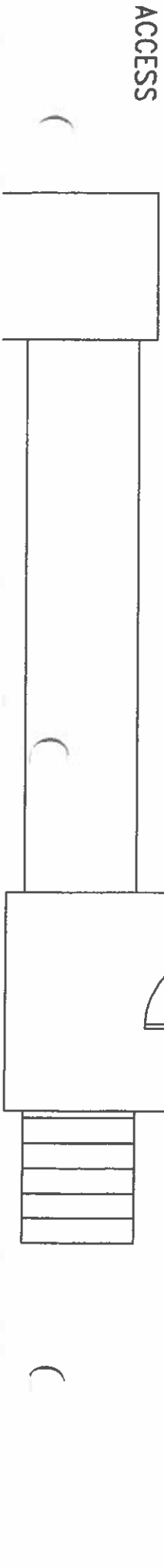
Modular Genius

Joppa, Maryland

30' x 30'
FENCED IN
ENCLOSURE



ACCESS





County Police Drug Task Force Modular Office

Queen Anne's County, MD

The Challenge

A County Police Drug Task force was in need of setting up a field office to act as headquarters in a troubled part of the county. A modular building was decided to be the fastest means of setting up operations.

The Solution

Modular Genius provided a 1,440 sq ft modular field office complex. The construction and installation of the modular building inclusive site built steps, decks and ramps was complete in 60 days from award to occupancy.



Proposal For:

Snow Hill Police Department

Prepared For:

Snow Hill Police Department

Submitted By:

Modular Genius, Inc
Mark Leydecker

Date

November 7, 2024

Revision No.

0

PROPOSED PRICING

Excluding Sales Tax

Snow Hill Police Department

Total Building Monthly Rental		\$3,551.76	per month
Total Building Lease	24 Months	\$85,242.24	total rent
Transportation		\$12,768.30	one-time
Building Installation		\$8,109.76	one-time
Skirting		\$1,829.27	one-time
Decks, Steps, Ramps and Canopies		\$54,054.88	one-time
Total (Transportation & Installation)		\$76,762.21	
Total Building Lease and Transportation & Installation		\$162,004.45	
DIVISION 1 - GENERAL REQUIREMENTS		\$24,450.93	one-time
DIVISION 7 - THERMAL & MOISTURE PROTECTION		\$3,687.81	one-time
GRAND TOTAL (Lease, Transportation, Install & Divisions 1 thru 16)		\$190,143.19	
			Excluding Sales Tax

BUILDING RETURN

Building Removal and Return **Removal & Return Charge at Market Rates at Time of Lease and**

Wilmot Modular Structures

White Marsh,
Maryland

WILMOT

MODULAR STRUCTURES, Inc.

We Help Build Visions

Sold To:

Snow Hill Police Department
 RICHARD MCGEE
 Mobile:
 Snow Hill, 21863

Ship To:

Snow Hill Police Department
 Snow Hill Police Department
 216 W. Green Street
 Snow Hill, MD 21863

Sales Quote

Project Name: Snow Hill Police Department - 28' x 58' - Snow Hill Police Department - Sale
Please Contact: Kevin Wilmot
Quote #: Q-15963-2
Date: 10/31/2024
Expires in 30 Days

****35% DEPOSIT REQUIRED UPON RECEIPT OF SIGNED CONTRACTS****

DESCRIPTION	UNIT PRICE	QTY	EXT. PRICE
SNOW Hill Modular Police Department - 28' x 58' Modular *Tax is not included* *Temporary install *** NO Footers quoted**	\$188,324.00	1.00	\$188,324.00
***T-Grid Ceiling & all T-Grid Components - Building OPTION	\$21,818.00	1.00	\$21,818.00
Step and Ramp Option ** - (1) 40' ADA Switchback Ramp with a 5'4" x 5'4" Threshold Platform, (1) 39" ADA Step with a 5'4" x 5'4" Threshold Platform	\$22,490.00	1.00	\$22,490.00
Engineering Building and ABS Pad Foundations	\$3,590.00	1.00	\$3,590.00
Freight to site (2) 14' x 58' Modulares from factory to Snow Hill MD *Wide Load*	\$21,400.00	1.00	\$21,400.00
Block, Level, Seam and Seal. Provide ABS pad for Piers and CMU Blocks, Provide and intall anchors as required, Supply equipment to move units into place. Hi-Rib Steel Skirting Labor. Based on normal, level and accessible site.	\$35,600.00	1.00	\$35,600.00
Skirting - Hi Rib Steel Material - Based on the exterior envolpe siding on the building. Price based on a finished floor height of 36"	\$4,000.00	1.00	\$4,000.00
Delivery and Installation -*** Non-Prevailing Wage and Non-Union -*** Concrete Work, Hurricane Straps, Business License Not Included	\$8,083.00	1.00	\$8,083.00
Rate : 6.000000% Tax Name : MD STATE TAX Juris Name MARYLAND	\$13,957.92	1.00	\$13,957.92
TOTAL:			\$319,262.92

CLARIFICATIONS:

This quote is based on the following assumptions: The site and route to the site, is clear of any obstructions for the height, width and weight of the building you have ordered. It also assumes a minimal soil bearing capacity of ,500 psf, and that the site grade is flat and level, or no greater than 2% slope over length of building.

- i. TAXES: Pricing excludes any local, state or federal taxes





United Rental Buildings

BRANCH AD4
7431 WASHINGTON BLVD
ELKRIDGE MD 21075-6331
410-782-0041

241192582

Job Site

SNOW HILL POLICE DEPARTMENT
216 W GREEN STREET
SNOW HILL MD 21863

Office: 410-632-2444 Job: 410-632-2444

Customer # : 7385816
Quote Date : 11/08/24
Estimated Out : 02/03/25 03:03 PM
Estimated In : 06/22/26 03:03 PM
UR Job Loc : 216 W GREEN STREET,
UR Job # : 1
Customer Job ID:
P.O. # :
Ordered By : SNOW HILL POLICE DEP
Written By : DEBORAH WEAVER
Salesperson : STEPHANIE SAAVEDRA

SNOW HILL POLICE DEPARTMENT
216 W GREEN STREET
SNOW HILL MD 21863

**This is not an invoice
Please do not pay from this document**

RENTAL ITEMS:

Qty	Equipment	Description	Minimum	Day	Week	4 Week	Estimated Amt.	
1	9230160	MODULAR BLDG 36X60 W/2-RR STANDARD FLOOR PLAN AVAILABILITY IS BASED OR CONFIRMATION OF ORDER				3,900.00	70,200.00	
2	922/1000	OFFICE TRAILER STEPS				125.00	4,500.00	
							Rental Subtotal:	74,700.00

SALES/MISCELLANEOUS ITEMS:

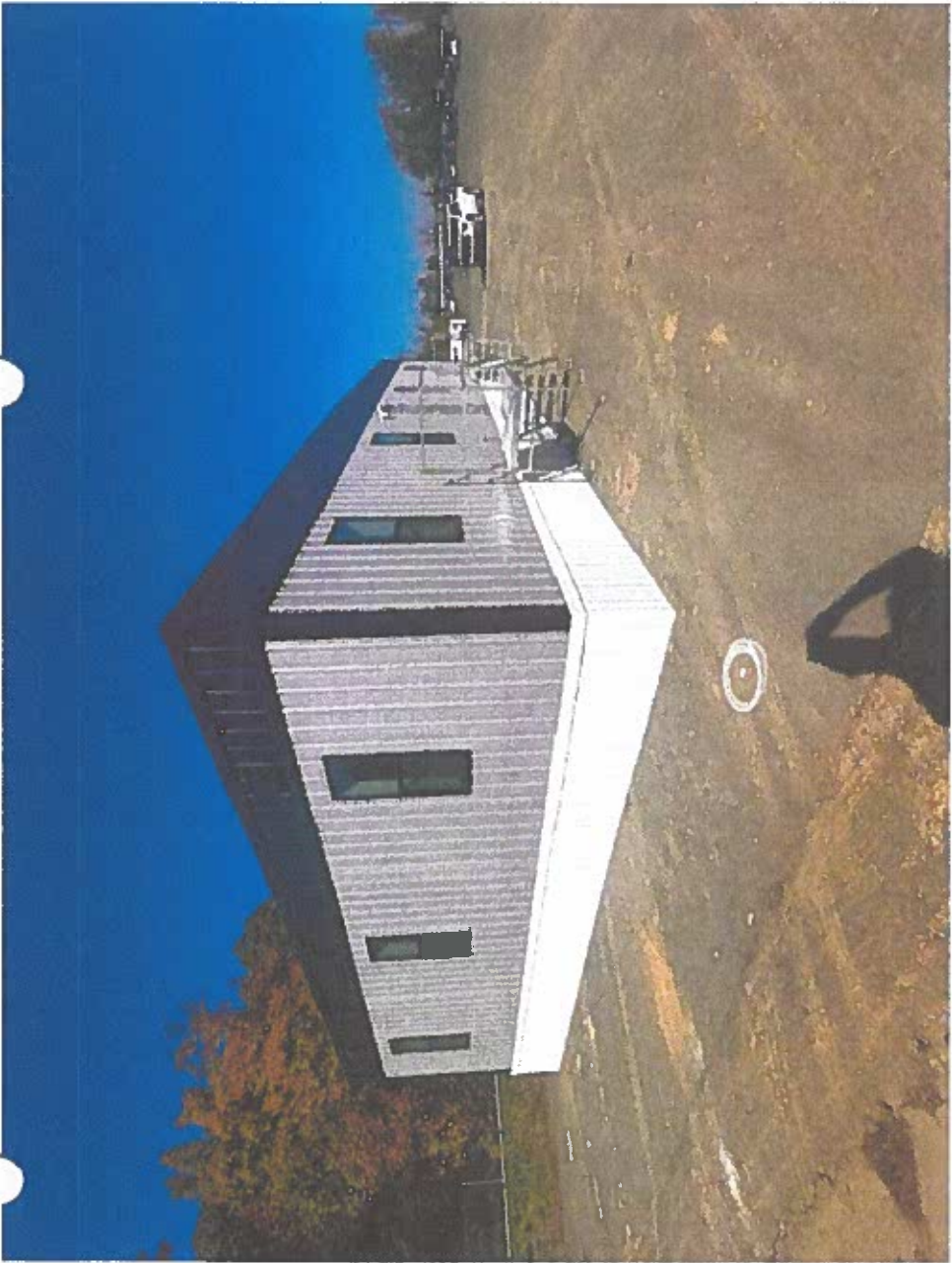
Qty	Item	Price	Unit of Measure	Extended Amt.	
1	SETUP SET UP AND TIE DOWN WITH NON CODE ABS PA DSON LEVEL SITE	[SETUP/MCI] 14376.000	EACH	14,376.00	
1	SETUP INSTALL VINYL SKIRTING (OPTIONAL)	[SETUP/MCI] 3300.000	EACH	3,300.00	
1	TEAR DOWN BUDGETARY AND TO BE CHARGED GOING RATE A T THE TIMEOF SERVICE	[TEAR DOWN/MCI] 2800.000	EACH	2,800.00	
1	TEAR DOWN REMOVE SKIRTING BUDGETARY AND TO BE CHARGED GOING RATE A T THE TIMEOF SERVICE	[TEAR DOWN/MCI] 1500.000	EACH	1,500.00	
1	ENVIRONMENTAL SERVICE CHARGE	[ENV/MCI]	EACH	N/C	
1	DELIVERY CHARGE	4500.000	EACH	4,500.00	
1	PICKUP CHARGE	4500.000	EACH	4,500.00	
				Sales/Misc Subtotal:	30,976.00
				Agreement Subtotal:	105,676.00
				Tax:	5,800.56
				Estimated Total:	111,476.56

COMMENTS/NOTES:

CONTACT: SNOW HILL POLICE DEPARTME

This proposal may be withdrawn if not accepted within 30 days. The above referenced Rental Protection Plan, environmental, and tax charges are estimates and are subject to change.

NOTICE: This is not a rental agreement. The rental of equipment and any items listed above is subject to availability and subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.



Willscot Rentals



Your Sales Representative
 Dwight Wilcox
 (703) 345-8216
 dwight.wilcox@willscot.com

Agreement Number: Q-1918089

Revision: 1

Date: 11/14/2024

Expiration Date: 12/12/2024

Master Lease Agreement and Order

Lessee: Snow Hill Police Department 216 West Green Street Snow Hill, MD 21863	Contact: RICHARD MCGEE 216 West Green Street Snow Hill, MD 21863, US Phone: 4106329942 Email: mcgee@snowhillmd.com	Ship To Address: 216 W Green St SNOW HILL, MD 21863, US Estimated Delivery Date :12/16/2024
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Rental Pricing Per Billing Cycle	Quantity	Price	Extended
60x24 Modular (56x24 Box)	1	\$ 2,371.00	\$ 2,371.00
Personal Property Expense	1	\$ 85.00	\$ 85.00
ADA/IBC Steps	1	\$ 100.00	\$ 100.00
ADA/IBC Switchback Ramp - 36ft & Larger w/Steps	1	\$ 756.00	\$ 756.00
Minimum Lease Billing Period: 18	Total Recurring Building Charges:		\$ 2,371.00
Billing Cycle : 28 days	Subtotal of Other Recurring Charges:		\$ 941.00
Total Recurring Charges Per Billing Cycle:			\$ 3,312.00
Total Recurring Charges Per Billing Cycle Including Estimated Taxes:			\$ 3,510.44

Estimated Delivery And Installation

Ramp - Knockdown & Return	1	\$ 1,550.00	\$ 1,550.00
Return - 12' wide	2	\$ 1,250.00	\$ 2,500.00
Essentials Delivery Charge	1	\$ 400.00	\$ 400.00
Standard Complex Setup and Anchor	1	\$ 7,144.00	\$ 7,144.00
Standard Complex Skirting Removal	1	\$ 1,122.00	\$ 1,122.00
Standard Complex Vinyl Skirting	1	\$ 2,647.00	\$ 2,647.00
Standard Complex Knockdown	1	\$ 5,136.00	\$ 5,136.00
Modification to Unit L	1	\$ 268.00	\$ 268.00
Modification to Unit M	1	\$ 622.00	\$ 622.00
Fuel Surcharge Delivery	2	\$ 100.00	\$ 200.00
Fuel Surcharge Return	2	\$ 100.00	\$ 200.00
Ramp - Delivery & Installation	1	\$ 1,850.00	\$ 1,850.00
Delivery - 12' wide	2	\$ 1,250.00	\$ 2,500.00
Total Delivery and Installation Charges:			\$ 26,139.00
Total Delivery and Installation Charges Including Estimated Taxes:			\$ 27,707.34

Estimated Final Return Charges*

Due On Final Invoice*:	\$ 0.00
Due On Final Invoice Including Estimated Taxes*:	\$ 0.00
Total Including Recurring Billing Charges, Delivery, Installation and Return**:	\$ 85,755.00
Total Including Recurring Billing Charges, Delivery, Installation and Return Including Estimated Taxes**:	\$ 90,895.26

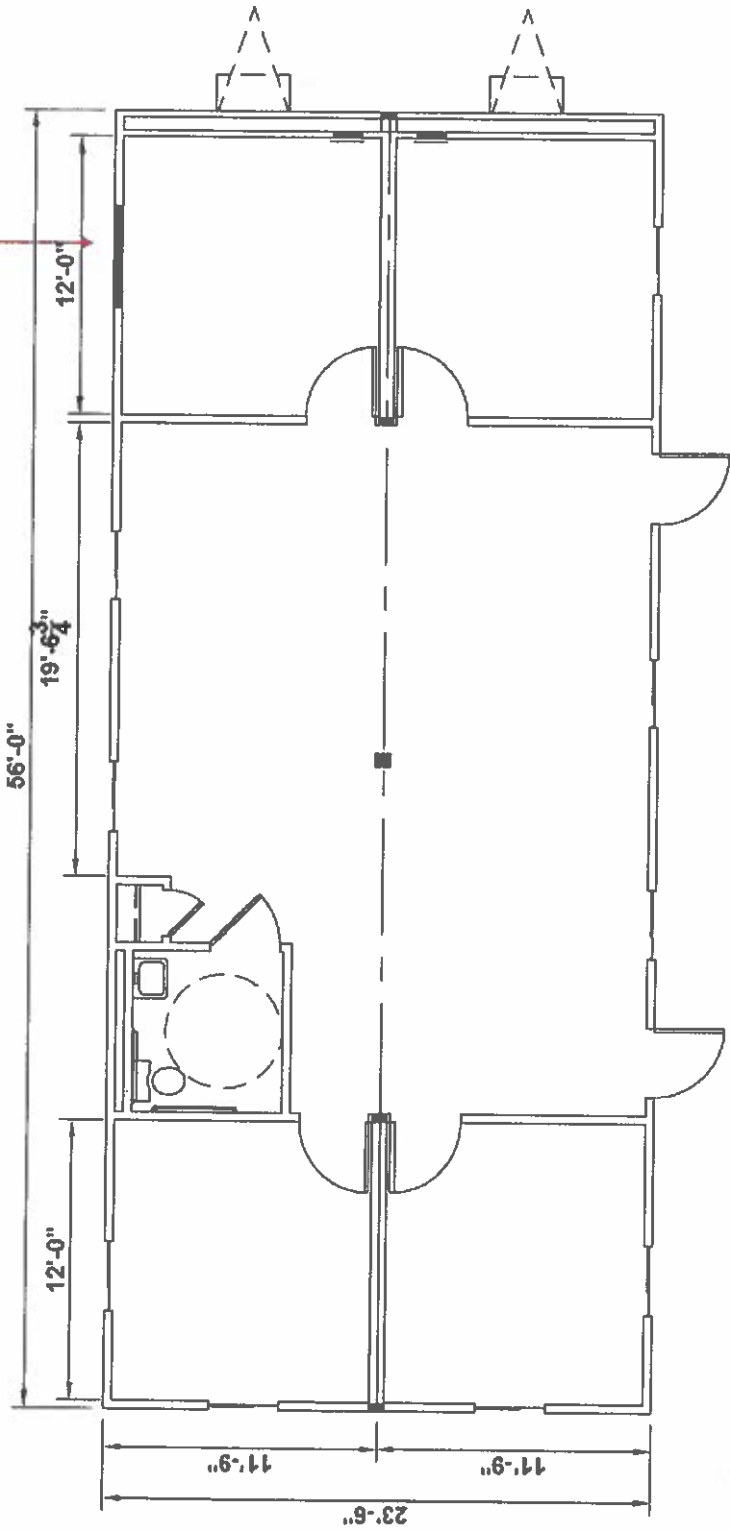
Scope Of Work

SM6024 OR SIMILAR WITH STANDARD FOUR OFFICES AND RESTROOM AND MODIFICATIONS TO COVER EXTERIOR WINDOW (INSIDE AND OUTSIDE). UNIT IS PRE-WIRED WITH DATA HUB/INFRASTRUCTURE AND WINDOW/DOOR SECURITY BUNDLE PRE-INSTALLED. UNIT WILL DELIVER READY TO WORK WITH AN ADA STAIR SYSTEM, A SWITCHBACK RAMP WITH STEPS, FOUR PREMIUM OFFICE PACKAGES, AND A PREMIUM CONFERENCE PACKAGE.

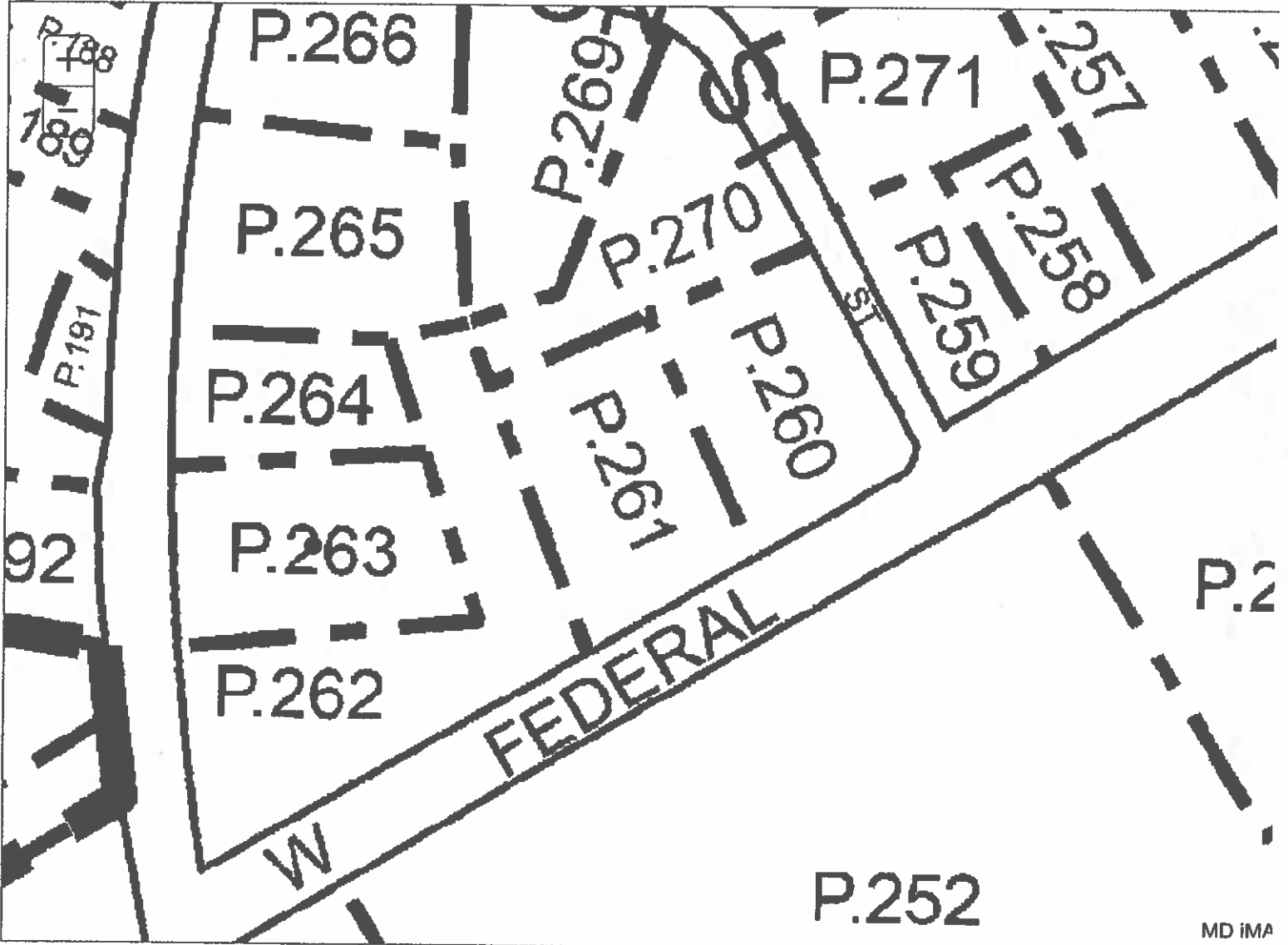
Summary of Charges

Model: 60x24 Modular (56x24 Box)	Quantity: 1	Total Charges for (1) Building(s): \$ 85,755.00
		Total Charges for (1) Building(s) Including Estimated Tax: \$ 90,895.26

COVER WINDOW EXTERIOR AND INTERIOR



District: 02 Account Number: 017512



MD IMA

The information shown on this map has been compiled from deed descriptions and plats and is not a property survey. The map should not be used for legal descriptions. Users noting errors are urged to notify the Maryland Department of Planning Mapping, 301 W. Preston Street, Baltimore MD 21201.

If a plat for a property is needed, contact the local Land Records office where the property is located. Plats are also available online through the Maryland State Archives at www.plats.net (<http://www.plats.net>).

Property maps provided courtesy of the Maryland Department of Planning.

For more information on electronic mapping applications, visit the Maryland Department of Planning web site at <http://planning.maryland.gov/Pages/OurProducts/OurProducts.aspx> (<http://planning.maryland.gov/Pages/OurProducts/OurProducts.aspx>).

BERLIN POLICE DEPARTMENT

New Construction

[← Piazza Italian Market](#)

[Mid Atlantic Surgical Group →](#)



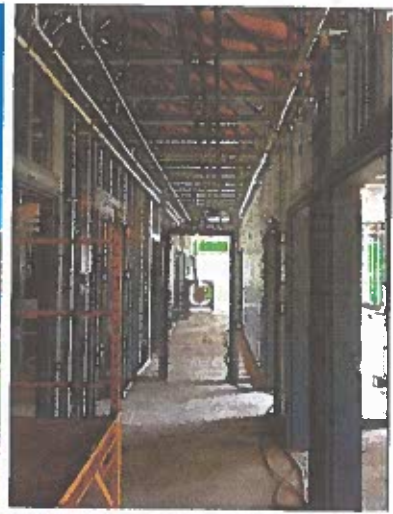
Willow Construction was selected by the Town of Berlin to construct a 9,100 square foot facility for their police department. The new building consists of a training room, sally port, gym and locker rooms, ventilated evidence room and a large patrol room. The new building consists of a bullet-resistant storefront, windows, and glazing as well as a 12-gauge steel ceiling and individually controlled VRF systems in the various spaces. The new building also consists of Hardwire Armor Systems bullet resistant sheathing at the vestibule area to provide additional safety to the front of the building. Additionally, our work consisted of installing a 200 kW Gas Generator and enclosure, LED lighting, and a card access system throughout the building.

Project Challenges & Solutions

- Our project team found that part of the site consisted of unsuitable soils that would ultimately impact the site work phase of the project, however, the schedule was re-sequenced to minimize additional cost to The Town of Berlin.

Project Details

- 9,100 square feet
- Berlin, Maryland
- Completed in 2017
- General Contractor
- Owner: Town of Berlin
- Architect: [Crosby and Associates](#)



Priceless Each Friday, 52 Weeks a Year!

Search



(<http://bit.ly/2v180t0>)

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Contact (<https://mdcoastdispatch.com/about-us/contact/>) Edition (https://issuu.com/oceancitytoday/docs/Q2.02.24_oc_today_dispatch)



(<https://www.holidayoc.com>) (<https://stevegreen.coastallifeoc.com/property-search/results/?searchid=67751>)

Berlin Police Station Celebrated At Ribbon Cutting; Public Open House Set For Saturday

Feb 09, 2018 (<https://mdcoastdispatch.com/2018/02/09/herlin-police-station-celebrated-ribbon-cutting-public-open-house-set-saturday/>) by Charlene Sharpe (<https://mdcoastdispatch.com/author/csharpe/>)



(http://wp-content/uploads/2018/02/DSC_0330.jpg)

Pictured, from left, at Friday's ribbon cutting were Berlin Councilmen Zack Tyndall and Thom Gulyas, Police Chief Arnold Downing, Mayor Gee Williams, Councilman Troy Purnell, Town Administrator Laura Allen and Councilman Elroy Brittingham.
Photos by Charlene Sharpe

BERLIN – Dozens of community members and law enforcement officers from throughout the Eastern Shore celebrated Berlin's new police station Friday.

A crowd gathered at the new Decatur Street facility for a ribbon cutting to mark the completion of the \$2.5 million facility. The modern-day building replaces the Berlin Police Department's outdated and outgrown space adjacent to town hall.

"At long last we are gathered here today to not just commemorate but to celebrate the official opening of Berlin's state-of-the-art 21st century police headquarters," Mayor Gee Williams said.

Williams said the project, which will take about a decade to pay off, was funded primarily through the town's share of slots revenue generated by Ocean Downs Casino.

"This is not an expense," he said. "The price tag is simply a wise investment for our town today and for several generations of citizens to follow."

He said that while the town was immensely proud of the new station, officials recognized the importance of the officers it housed.

"Good policing is all about people," he said. "In Berlin our police department in this century has embraced community policing and it is making all the difference. . . A key component of effective community policing is a well-trained,, professional and caring police department that works every day to earn the trust and respect of the citizens of our community and our guests."

Police Chief Arnold Downing thanked his fellow Berlin residents, the town's businesses and its churches for their support of the project. He said not every community could offer that.

"We have to go ahead and understand how grateful we should be and how humble we are," he said.

He also acknowledged the project's architect, Crosby and Associates, as well as builder Willow Contracting. Downing also recognized the Phillips family, as the new station is built on the property once home to the family's farm.



(<https://myre.io/oLL3pyrruZo>)

**TOWN OF SNOW HILL
LEGISLATIVE SESSION
ORDINANCE NO.**

AN ORDINANCE to amend Chapters Section 8 of the Town Charter of Snow Hill, to clarify quorum requirements

SECTION 1: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 8 of the Town Charter shall be amended as follows:

§ 8. Quorum.

A majority of the members of the Council shall constitute a quorum for the transaction of business, but no ordinance shall be approved nor any other action taken without the favorable votes of a majority of the whole number of members elected, INCLUDING THOSE MEMBERS ELECTED PURSUANT TO § 10 OF THIS CHARTER, to the Council.

**TOWN OF SNOW HILL
LEGISLATIVE SESSION
ORDINANCE NO.**

AN ORDINANCE to amend Chapters Sections 5 and 16 of the Town Charter of Snow Hill, to clarify eligibility requirements for the Mayor and Council

SECTION 1: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 5 of the Town Charter shall be amended as follows:

§ 5. Qualifications of Councilmembers. [Amended 12-13-2011 by Res. No. 2011-14]

- A. Candidates for the Council must have resided in the Town for at least one (1) year prior to their election, and must be a qualified voter of the Town. They shall maintain a permanent residence in the Town during their term of office. Candidates must reside in the voting district in which they are elected to.
- B. Candidates shall be at least eighteen (18) years of age.
- C. Candidates must not have been convicted at any time [[of a common law felony or]] of any of the following offenses or wrongful acts:
 - 1 Embezzlement
 - 2 Bribery
 - 3 Extortion
 - 4 Subornation of Perjury
 - 5 Treason
 - 6 Perjury
 - 7 HOMICIDE
 - 8 RAPE
 - 9 ROBBERY
 - 10 BURGLARY

11 THEFT

12 ARSON

13 A CRIMINAL VIOLATION OF THE SNOW HILL ELECTION CODE

14 OR A CONSPIRACY OR ATTEMPT TO COMMIT ANY OF THE ABOVE
UNLAWFUL ACTS

- D. For the purpose of this subsection a conviction shall mean and include a finding of guilt and/or a sentence by the Court of probation before judgment. CONVICTIONS THAT HAVE BEEN EXPUNGED, OR THAT HAVE BEEN PARDONED BY THE GOVERNOR OF ANY STATE, OR BY THE PRESIDENT OF THE UNITED STATES OF AMERICA SHALL NO LONGER BE CONSIDERED CONVICTIONS FOR PURPOSES OF THIS SECTION. Conviction of one or more of the foregoing offenses after election and/or during a Councilmember's term shall result in disqualification to serve or continue serving as a Councilmember.

SECTION 2: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 165 of the Town Charter shall be amended as follows:

§ 16. Qualifications of Mayor. [Amended 12-13-2011 by Res. No. 2011-14]

A. Candidates must have resided in the Town for at least one year prior to their election, and must be a qualified voter of the Town. They shall maintain a permanent residence in the Town during their term of office.

B. Candidates shall be at least eighteen (18) years of age.

C. Must not have been convicted [[of a common law felony or]] of any of the following offenses or wrongful acts:

- 1 Embezzlement
- 2 Bribery
- 3 Extortion
- 4 Subornation of Perjury
- 5 Treason
- 6 Perjury
- 7 HOMICIDE
- 8 RAPE
- 9 ROBBERY
- 10 BURGLARY
- 11 THEFT
- 12 ARSON
- 13 A CRIMINAL VIOLATION OF THE SNOW HILL ELECTION CODE
- 14 OR A CONSPIRACY OR ATTEMPT TO COMMIT ANY OF THE ABOVE UNLAWFUL ACTS

D. For the purpose of this subsection a conviction shall mean and include a finding of guilt and/or a sentence by the Court of probation before judgment. CONVICTIONS THAT HAVE BEEN EXPUNGED, OR THAT HAVE BEEN PARDONED BY THE GOVERNOR OF ANY STATE, OR BY THE PRESIDENT OF THE UNITED STATES OF AMERICA SHALL NO

LONGER BE CONSIDERED CONVICTIONS FOR PURPOSES OF THIS SECTION. Conviction of one or more of the foregoing offenses after election and/or during a Mayor's term shall result in disqualification to serve or continue serving as Mayor.

**TOWN OF SNOW HILL
LEGISLATIVE SESSION
ORDINANCE NO.**

AN ORDINANCE to amend Chapters Sections 4, 7, 15, 30, 31 and 34 of the Town Charter of Snow Hill, to provide that the Mayor and Council shall set forth the conduct of elections by ordinance

SECTION 1: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 4 of the Town Charter shall be amended as follows:

§ 4. Number, Selection, Term. [Amended 11-9-1999 by Res. No. 1999-6; 12-13-2011 by Res. No. 2011-14]

All legislative powers of the Town are vested in a Council consisting of three Councilmembers who shall each be elected as hereinafter provided and who shall each hold office for a term of two (2) years or until the succeeding Councilmember(s) take(s) office. The regular term of a Councilmember shall expire at the regular Council meeting ~~[[in June]]~~ following the CERTIFICATION OF THE election of such Councilmember's successor. Each Councilmember holding office at the time this Charter revision becomes effective shall continue to hold office for the term for which such Councilmember was elected and until a succeeding Councilmember takes office under the provisions of the Charter, as revised.

SECTION 2: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 7 of the Town Charter shall be amended as follows:

§ 7. Meeting of Council. [Amended 8-11-1998 by Res. No. 1998-2; 12-13-2011 by Res. No. 2011-14]

Newly elected Council shall meet at 7:00 p.m. on the second Tuesday of ~~[[June]]~~ THE MONTH following its election for the purpose of organization, after which the Council shall meet regularly at 7:00 p.m. on the second Tuesday of every month. At the organizational meeting the Mayor shall appoint the Secretary and Treasurer of the Council. Additional meetings may be called by the Mayor, or by the majority of the Council as often as necessary for the transaction of business, provided the proceedings of such meeting are presented at the next regular meeting. All meetings of council shall be open to the public, subject to the provisions of the State Code Open Meetings Act allowing for certain matters to be addressed and discussed during closed sessions of the Mayor and Council. The residents of the Town shall have a reasonable opportunity to be heard at any open meeting of the Council in regard to any municipal question or matter.

SECTION 3: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 15 of the Town Charter shall be amended as follows:

§ 15. Selection and Term. [Amended 11-9-1999 by Res. No. 1999-7; 12-13-2011 by Res. No. 2011-14]

The Mayor shall be elected as hereinafter provided and shall hold office for term of two (2) years or until his successor is elected and qualified. The newly elected Mayor shall take office [[at the June Council meeting]] **AT THE MAYOR AND COUNCIL MEETING OF THE MONTH** following his/her election. The Mayor holding office at the time this Charter revision becomes effective shall continue to hold office for the term for which he was elected and until his successor takes office under the provisions of this Charter.

SECTION 4: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 30 of the Town Charter shall be amended as follows:

§ 30. Filing certification of candidacy. [Amended 12-13-2011 by Res. No. 2011-14]

Each person seeking elective office in a Town election must be a qualified candidate and shall file a certificate of candidacy signed by the candidate. Such certificate shall state the following:

- a) The office for which the candidate is seeking election;
- b) The name of the candidate as he or she wishes it to appear on the ballot (to include at least one given name, the initial letter of all other given names, the surname of the candidate, and any applicable nicknames);
- c) The principal residential address of the candidate;
- d) A statement that, as of the date the certificate is submitted, the candidate is a registered voter of the Town and that, as of the date of the election, the candidate will meet all the qualifications required by this Chapter for the elective office for which he or she is a candidate; and
- e) Disclosure of any action involving conflict of interest between candidate and the Town.

A certificate of candidacy shall be received by the Board of Elections Supervisors NO LATER THAN 4:30 PM ON THE 45TH DAY [[before 4:30pm on the last business day-of March]] prior to Town election to which the certificate applies. IF THIS DEADLINE SHALL FALL ON A WEEKEND, HOLIDAY, OR SHOULD THE TOWN OFFICE OTHERWISE BE CLOSED, THEN THE CERTIFICATION OF CANDIDACY SHALL BE DUE BY 4:30 PM ON THE NEXT DAY IN WHICH THE TOWN OFFICE IS OPEN. Any filing fees required by the Code must be presented with the certificate of candidacy. No person shall file for candidacy to more than one elective Town public office or hold more than one elective Town public office at any one time.

Any person seeking candidacy for elected offices with the Town must provide the name and address of their selected Treasurer when submitting their certificate of candidacy. Any certificates presented without this information will not be accepted.

Town employees are disqualified from being candidates, unless they take an unpaid leave of absence upon the filing of the certificate for Town elective office. The unpaid leave of absence shall be terminated upon withdrawal of the candidate's certificate or loss in the election for Town office, whichever event shall first occur. Any Town employee who gains Town elective office shall be terminated as a Town employee upon the assumption of office.

SECTION 5: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 31 of the Town Charter shall be amended as follows:

§ 31. Conduct of Elections. [Amended 12-13-2011 by Res. No. 2011-14; 11-12-2014 by Res. No. 2014-03; 5-10-2016 by Res. No. 2016-03]

THE MAYOR AND COUNCIL, BY ORDINANCE ADOPTED IN ACCORDANCE WITH THIS CHARTER, SHALL SET FORTH THE CONDUCT OF ELECTIONS, INCLUDING BUT NOT LIMITED TO THE DAY, WEEK, AND MONTH OF ELECTIONS, THE TIME OF ELECTIONS, THE MANNER FOR SELECTING SUITABLE PLACES FOR VOTING AND SUITABLE BALLOTING DEVICES AND PROCEDURES, THE MANNER OF HANDLING AND COUNTING ABSENTEE BALLOTS, AND THE MANNER OF CERTIFYING ELECTIONS, EXCEPT THAT THE MAYOR AND COUNCIL SHALL NOT CHANGE THE DATE OF ELECTIONS MORE THAN ONCE IN ANY FIVE YEAR PERIOD.

ELECTION RESULTS SHALL BE CERTIFIED ON OR BEFORE THE REGULAR MEETING OF THE MAYOR AND COUNCIL IN THE MONTH IMMEDIATELY FOLLOWING AN ELECTION.

In the event that only one individual file for candidacy for the office of Mayor or the Councilmember of a specific district, that individual shall be considered to be the successful candidate for the applicable office and the scheduled election for that office shall be cancelled. If the election for one office is cancelled under this Provision, the remainder of the ballot, if applicable, shall not be affected and the election for the office remaining on the ballot shall not be cancelled.

SECTION 6: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 7 of the Town Charter shall be amended as follows:

§ 34. Vote Count. [Amended 12-13-2011 by Res. No. 2011-14]

All regular ballots, absentee ballots, and provisional ballots shall be reviewed and counted by the Board of Supervisors of Elections, for each candidate, office, or question, and the results of each election shall be certified by the Board of Supervisors of Elections to the Town Manager and caused to be published and recorded at the regular town meeting in ~~[[June]]~~ THE MONTH following the election.

The candidate for Mayor with the highest number of votes in the general election shall be declared elected as Mayor. The candidate or candidates for Council with the highest number of votes in each general election shall be declared elected as Council members. Each candidate may designate a representative to be present during the entire vote counting process.

**TOWN OF SNOW HILL
LEGISLATIVE SESSION
ORDINANCE NO.**

AN ORDINANCE to amend Chapters Sections 6 and 17 of the Town Charter of Snow Hill, to establish a salary review commission

SECTION 1: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 6 of the Town Charter shall be amended as follows:

§ 6. Salary of Council members.

- A)** Each Councilman shall receive an annual salary which shall be equal for all Councilmen and shall be as specified from time to time by an ordinance passed by the Council and approved by the Electorate at the next general election;
- B)** ~~[[provided, however, that t]]~~ The salary specified at the time any Council takes office shall not be changed during the period for which that Council was elected~~[[. The ordinance making any change in the salary paid to the several Councilmen, either by way of increase or decrease.]]~~ AND shall take effect only as to the members of the next succeeding Council.
- C)** IF THERE HAS BEEN NO CHANGE TO THE SALARY OF EITHER THE MAYOR OR COUNCIL WITHIN THE PRIOR TEN (10) YEARS, THEN THE MAYOR SHALL ESTABLISH A COMMISSION TO STUDY THE SALARIES OF THE MAYOR AND COUNCIL AND MAKE RECOMMENDATIONS TO THE MAYOR AND COUNCIL REGARDING THE SAME. THE MAYOR AND COUNCIL MAY ONLY ADOPT THE RECOMMENDATIONS OF THE COMMISSION PURSUANT TO PARAGRAPH A) OF THIS SECTION.

SECTION 2: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 17 of the Town Charter shall be amended as follows:

§ 17. Salary.

- A)** The Mayor shall receive an annual salary which shall be as specified from time to time by an ordinance passed by the Council and approved by the Electorate at the

next general election.

B) [[: provided, however, that t]] The salary specified at the time any Mayor takes office shall not be changed during the period for which that Mayor was elected[[. The ordinance making any change in the salary paid to the Mayor, either by way of increase or decrease,]] AND shall take effect only as to the next succeeding Mayor.

C) IF THERE HAS BEEN NO CHANGE TO THE SALARY OF EITHER THE MAYOR OR COUNCIL WITHIN THE PRIOR TEN (10) YEARS, THEN THE MAYOR SHALL ESTABLISH A COMMISSION TO STUDY THE SALARIES OF THE MAYOR AND COUNCIL AND MAKE RECOMMENDATIONS TO THE MAYOR AND COUNCIL REGARDING THE SAME. THE MAYOR AND COUNCIL MAY ONLY ADOPT THE RECOMMENDATIONS OF THE COMMISSION PURSUANT TO PARAGRAPH A) OF THIS SECTION.

D) NOTHING HEREIN SHALL PRECLUDE THE MAYOR FROM ESTABLISHING A SALARY REVIEW COMMISSION EARLIER THAN THE TEN (10) YEARS SET FORTH IN SECTION C.

**TOWN OF SNOW HILL
LEGISLATIVE SESSION
ORDINANCE NO.**

AN ORDINANCE to amend Chapters Section 10 of the Town Charter of Snow Hill, to clarify quorum requirements

SECTION 1: NOW THEREFORE, BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SNOW HILL, MARYLAND, IN LEGISLATIVE SESSION, that Chapter 8 of the Town Charter shall be amended as follows:

§ 10. Vacancies on the Council.

If a vacancy occurs on the Council because of death, removal, resignation, failure to qualify, or otherwise, the Mayor and remaining Council, EACH OF WHOM SHALL BE ENTITLED TO VOTE, shall, without delay, but within forty-five (45) days, elect a suitable, qualified person to serve until the next regular election. At the next regular election the qualified voters shall elect a person to fill any unexpired term.



African American Heritage Society of Snow Hill and Surrounding Areas
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Snow Hill, MD. 21863
(443) 513 - 6361
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President, Maria Blake, Ed.D.

Snow Hill Mayor and Town Council

Willow Street Property

**Proposal
Heritage Park and Visitor Center**

April 30, 2024

Property Information

The property is at 301 Willow Street in Snow Hill, MD. The property owners were Vergie Wilkerson who sold the property on 3/17/1972. Howard Showell purchased the property on 4/30/1985. J.F.D. Rentals, Inc. sold the property on 1/7/2002. The property is currently owned by The Mayor and Town Council. The exact date of when the property was built is unknown at this time. There are no known alterations completed in the past. The property consists of three vacant apartment buildings. The apartments have been unoccupied for about 40 years and have deteriorated significantly.

Historical Significance

The attraction of the Pocomoke River flows nearby. A bustling port of Schooners and later Steamboats sailed up and down the royal port carrying passengers, goods, and freight services. The boats made local stops as well as traveled to far-away destinations. A line of steamers was established connecting Baltimore with several routes to Newtown (Pocomoke), Onancock, and Crisfield. The steamer *EUREKA* was launched in 1864, which made weekly trips from the terminal in Snow Hill. Other steamers, such as the steamer *POCOMOKE* also made weekly stops in Snow Hill. (Worcester County, Maryland's Arcadia by Truitt, Reginald V., 1891; Les Callette, Millard G., joint authors; Worcester County Historical Society).

Union soldiers sailed along the Pocomoke River to Snow Hill. The steamboat "John Tracey, with a troupe of African American soldiers in full uniform paraded through the streets of Snow Hill in fine order with gleaming bayonets fixed (Bob Jones's Worcester Chronicles, Worcester County, MD. Inside Kirk Mariner "Slave and Free in Virginia", 2014). African American freedmen and the enslaved left the plantations of Snow Hill, Girdletree, Stockton, Berlin, and Pocomoke to join the Union Army to fight in the Civil War.

There were notable industries on the riverfront that grew and prospered. Richardson, Smith, Moore, and Lumber Company dominated the waterfronts as the County's largest employer (Julia A. Purnell Museum.org). There was a Brickyard which was a production of bricks in the vicinity. In 1908, the Farmers Fertilizer Company convened to build a fertilizer factory by the river. The company manufactured first-grade fertilizer adapted to the soil and crops of Worcester County and other counties in Maryland (Democratic Messenger, Saturday, December 12, 1908). In 1913, the Fertilizer factory was in operation. It was a period in history when the traffic on the river lasted for several decades. A three-masted schooner transported raw materials for the plant. The company operated until World War II afterward its business declined until 1974 when it ceased to operate (Worcester County, Maryland's Arcadia by Truitt, Reginald V., 1891; Les Callette, Millard G., joint authors; Worcester County Historical Society).

Willow Street apartments were in the center of the African American community, which was considered uptown. Families who lived in the apartments were descendants of enslaved or freed African Americans in Snow Hill and surrounding areas. They were raised with extended families, such as grandmothers, or were of nuclear families as well as senior residents. At one time, African Americans represented about 90% of the close-knit community. They were homeowners as well as renters. Some worked at the nearby industries.

The area was in the hub of cultural events. Around the corner was Masonic Hall. Masonic Hall was the gathering place for African Americans. It was the center of social attraction. Masonic Hall was once a movie theatre for African Americans. In 1946, Clemon Outten was granted a permit by the Snow Hill City Council to build the Outten "Colored" Theatre in Snow Hill on Commerce Street (which was formerly known as Strawberry Alley). It was established during a time of segregation and discrimination. The theatre was closed in 1950. The Theatre was purchased by Howard Showell a notable figure in the community around 1955 and attracted famous or upcoming African American singers to Masonic Hall as part of the Chitlin Circuit. In addition, Masonic Hall became a safe place for youth to participate in a physical fitness program. Over 100 youth who resided in Snow Hill and elsewhere participated in the fitness program. In 1965, The Prince Hall Masonic Lodge #105 purchased the building During that time, the building was used to host the Masonic Lodge monthly meetings according to their ceremonies and rituals. The Masonic Lodge sponsored community and cultural events that were held at Masonic Hall.

The site was in a vibrant commercial vicinity. African American restaurants, barber shops, or hair salons were within walking distance. Evelyn's restaurant was regularly visited by all. It was called Village Inn. There were mom-and-pop shops and grocery stores. For example, Jack Dill, Harrison, and Goodman's clothing store.

Proposed Property Description

Heritage Park and Visitor Center

The development of a Heritage Park and Visitor Center will be planned for the property of 301 Willow Street. The Heritage Park will be in an area of cultural and historical significance. The purpose is to preserve the area and revitalize or rejuvenate the community. Heritage Park will be nestled in an open space with flowers, trees, and bushes where the community can enjoy a quiet scenic atmosphere. In addition, children will be able to observe and learn about plants and species. Also, the Park will include a pavilion, benches, and a mural along with African American heritage signs of notable people or events.

A Visitor's Center will be constructed to allow people to learn more about African American Heritage in Worcester County, Maryland, and the Nation. The Visitor's Center will offer books, brochures, and pamphlets. Walking tour guides will be available to uncover the history of Snow Hill and surrounding areas. A variety of merchandise will be available for tourists. Also, there will be office spaces or rooms allocated for community meetings, cultural and environmental programs, youth activities, and a venue for community speakers, exhibits, and the fine arts.

Landscape and Design

The actual landscape and design of Heritage Park are not available currently. The planning process will entail consulting with an architect, environmental agencies, and other experts in the field. The landscape will include Native Herbaceous Plantings. Moreover, the

landscape will incorporate the Comprehensive Conservation and Management Plan (CCMP) for Maryland Coastal Bays goals that will include, but not limited to the following:

WQ 1.3 Decrease nutrient loading throughout the watershed.

WQ Improve understanding and protection of groundwater resources.

FW 3.2 Conserve and enhance forestry areas with multiple ecosystem benefits.

FW 3.3 Characterize, monitor, and protect birds, mammals, amphibians, reptiles, insects and plant communities indigenous to the watershed & Coastal Bays.

Construction

The construction start date has not been determined. The development phase will start pending the funding of awards/grants. An awarded construction firm will provide an analysis of the process. The construction process will be completed in phases.

Funding Sources

A variety of funding sources will be considered for the development of a Heritage Park and Visitor Center that will include the following:

- Local Grants
- Maryland's Community Parks and Playground
- African American Heritage Preservation Grant
- Environmental Grants
- USDA Grants

The approximate Budget is not available currently.

Public Benefit

The mission of the project is to preserve the heritage and culture of African Americans in Snow Hill and surrounding areas, Worcester County, Maryland, and the Nation. The Heritage Park and Visitor Center will be open to the public and made accessible to people with disabilities. Information about the site will be shared in many ways, for example, tourist offices and heritage centers, libraries, social media, churches, businesses, newsletters, etc. The site will offer heritage signs about notable African Americans and events. Additionally, the site will provide guest speakers and lectures about African Americans' history and culture. Also, the site will offer educational activities for children and youth, such as Griot storytelling, Kwanzaa Celebration, and guest appearances. The site will be a model for other communities who wish to promote the heritage and culture of African Americans in their community.

African American Heritage Society of Snow Hill and Surrounding Areas has started to get thoughts and input from former and current residents in the neighborhood of Willow Street. Community input will be on-going, and feedback will be gathered via surveys and resident conversations.

Partners

University of Maryland Eastern Shore (UMES)
USDA Land Trust
Department of Natural Resources
Town of Snow Hill
Beach to Bays
Maryland Coastal Bays Program
Main Street

Pending Timeline

Preliminary Interest Meeting – April 30, 2024

Phase I

Apply for Grants – Spring 2024 – 2025

Construction Planning – Spring 2024

Landscape and Design Planning – Spring 2024

Phase II:

Construction Company Bid 2024 – 2025

Landscape and Design Planning – 2024 – 2025

Meetings with Consultants– 2024 -2025

