

Lower Makefield Township

Patterson Farm Master Plan Implementation Committee

July 11, 2024

7:30PM, LMT Township Building with Zoom Access

MINUTES

1. Call to order – Dennis Steadman, Chair. Dennis called the meeting to order at 7:30 pm.
 - A. Attendees – Dennis Steadman, Peter Solor, Ron Schmid, Fred Childs, Joe Camaratta (via Zoom), and Dan Grenier, BOS Liaison. Absent: Jennifer Stark.
2. Review and approval of June 13 Meeting Minutes – Ron Schmid moved, and Peter Solor seconded the motion to approve the June 13, 2024, meeting minutes and all members in attendance voted approval. They will be forwarded to Katie McVan at the township for further processing and posting.
3. Update: Building Protections & Enhancement Subcommittee – Fred Childs, Peter Solor, Jenifer Stark.
 - A. Prior to the subcommittee report, Dennis Steadman gave a summary of information provided by David Kratzer, Township Manager, regarding the planned environmental assessment survey and recent site visits, as follows:
 - ✓ Bucks County Redevelopment Authority (RDA) and its consultant Gilmore agreed to conduct a Phase I Environmental Assessment (ESA) at no cost to LMT. Additional funds were obtained through the EPA to conduct a HazMat Assessment/Survey which may include exterior lead-based paint testing.
 - ✓ A kick-off meeting will be scheduled with RDA/Gilmore and some members of the PFMPIC may attend. Those available and interested were asked to inform Mr. Kratzer of their availability.
 - ✓ The township and committee members met with Vince and Joe DeLuca of DeLuca Homes at the farm site to discuss potential resources that DeLuca may be able to donate to assist the Master Plan Implementation. This may include scope/pricing information for utility-related items and farmer and consumer traffic access driveways.
 - ✓ LMT Public Works plans to address the weeds and vines encroaching on the buildings within the coming weeks and installing fencing around the Patterson corn crib as a safety measure.
 - ✓ It was determined that the scope and extent of the vegetation removal/cleanup would exceed the capacity of a volunteer effort, so future volunteer efforts will be considered for new

plantings/beautification until after the ESA and HazMat assessments are complete. The ESA process is expected to take approximately 2 months once initiated.

B. General Update – Subcommittee.

- ✓ Peter Solor provided a summary of the subcommittee's recommendations, as described in a report that is attached and made a part of these minutes.
- ✓ Mr. Solor noted that the fence around the Patterson corn crib, which was recommended at last month's meeting, has not yet been installed by the township.
- ✓ Actionable levels of lead in the soils were noted by the recent RVE report. All but 3 of the buildings need to have the soils addressed. Testing of the existing paint on all buildings is needed before the soils are removed or addressed and to determine appropriate measures for repainting the building exteriors.
- ✓ The subcommittee recommendations include early work items for 8 of the buildings to be conducted in the first year or so. These items include initial carpentry, roofing, and structural repair priorities before painting and other work can be performed. A copy of the subcommittee's summary report is attached as part of these minutes and will be posted to the committee's document site.

C. Patterson Farm Volunteer Day – Ron Schmid, Peter Solor, Dennis Steadman.

- ✓ As noted in Manager Kratzer's report above, it was determined that volunteer activities will be focused on exterior beautification efforts until completion of the environmental surveys.

4. Update: Non-Profit & Funding Subcommittee – Joe Camaratta, Ron Schmid, Dennis Steadman.

A. General Update – Subcommittee.

- ✓ Ron Schmid noted that the subcommittee has spoken with 6 agencies and organizations to discuss potential options for a 501.c.3 non-profit to manage the farm sites. The consensus of these discussions was that this project is unique in that it combines both property management and the traditional roles of a non-profit such as fundraising and marketing.
- ✓ It was concluded that, due to the substantial work and resources involved, a new dedicated non-profit be organized for this purpose rather than try to incorporate it into an existing organization.
- ✓ It is recommended that a capital campaign and fundraising effort be started now and that the "seed money" funds raised can be held in the Township managed 501.c.3 Community Foundation

account for proper tax-treatment until funds can be transferred to the eventual 501.c.3.

- ✓ Joe Camaratta noted that the subcommittee will speak with Amy Hollander, Bucks County Historic Resources Manager, on July 15 to discuss potential tenants for the farm buildings, using the general guidelines included in the Master Plan.
- ✓ Buildings to be rehabilitated need to be prioritized and both the subcommittees and township staff are aligned on the highest/earliest priorities.
- ✓ An early task is to identify the requisite expertise and skill sets for a successful non-profit. The PA Association of Non-Profit Organizations (PANO) has a template matrix for the makeup of a non-profit board and a meeting with PANO is being organized. Recruitment of prospective board members needs to be started.
- ✓ The subcommittee will make specific recommendations to the committee in the future regarding bylaws, training, and possibly the need for consultant services.
- ✓ Supervisor Grenier noted that the use of the existing LMT 501.c.3 to hold the seed money would be efficient before the permanent 501.c.3 is established.
- ✓ Mr. Steadman stated that a report on potential grant money sources has been provided by Congressman Fitzpatrick's office.

B. Potential Public Launch of Capital Campaign – Ron Schmid and Joe Camaratta

- ✓ Joe Camaratta stated that the PA State Historic Preservation Agency has awarded the LMT Historic Commission a community initiative award for its improvements to the Slate Hill Cemetery. An event to present the award is scheduled for Sept. 14 with a rain date of Sept. 15.
- ✓ Ron Schmid stated that the subcommittee recommends this public event be leveraged as the kick-off for the Patterson Farm capital improvements campaign. Coordination is needed with the sponsoring groups and planning for public announcements and press releases.

5. Other business

- A. Joe Camaratta updated the status of the National Register of Historic Places certification. The application for registry of the farm sites is expected to be submitted by the end of this year. A volunteer from the Bucks County Community College historic preservation department is assisting with the statement of historic significance, and members of the LMT Historic Commission are researching the farmland's ownership history.

6. Review of next steps and assignments

- A. Committee members who want to be available to attend the LMT kick-off meeting with BCRDA/Gilmore are asked to let David Kratzer know of their interest and availability.
 - B. Non-Profit and Funding Subcommittee members and others need to develop the skill sets and other qualifications required for the proposed 501.c.3 board of directors drawing upon the resources available from PANO among other sources.
 - C. A review is needed on the feasibility, implications, and procedures involved with potentially using the existing LMT 501.c.3 fund as a temporary holding location for initial capital seed money/grants for Patterson Farm.
 - D. The next committee meeting is scheduled for Thursday, August 8, 2024, at 7:30 pm, in person at the township building with Zoom access. An agenda will be distributed prior to the meeting.
7. Public comment
- A. No public comment was received.
8. Close
- A. Dennis Steadman noted that township staff have provided excellent cooperation and assistance with the various site visits, discussions, and planning, as well as taking the initiative on the environmental issues. This is greatly appreciated and impactful. He noted that the Board of Supervisors and township staff have clearly prioritized Patterson Farm.
 - B. Mr. Steadman also thanked Bette Sovinee and AOY for assisting with the recent site visits.
 - C. Mr. Schmid moved, and Mr. Solor seconded a motion to adjourn. The meeting ended at 8:06 pm.

Attachment: Building Protections & Enhancement Subcommittee report.