

Lower Makefield Township  
Patterson Farm Master Plan Implementation Committee (PFMPIC)  
Minutes – November 14, 2024

1. Call to Order – Mr. Steadman, Chair, called the meeting to order.
  - A. Attendees – Dennis Steadman, Chair (via Zoom), Fred Childs, Secretary, Joe Camaratta (via Zoom), Ron Schmid, Peter Solor, Vice Chair, Jennifer Stark, Daniel Grenier, Supervisor Liaison (joined meeting in progress via Zoom)
  
2. Review and Approval of October 21 Meeting Minutes – Mr. Childs
  - A. Mr. Schmid moved, Ms. Stark seconded and it was unanimously carried to approve the Minutes of October 21, 2024.
  
3. Non-Profit & Funding Subcommittee Update – Mr. Camaratta, Mr. Schmid, Mr. Steadman
  - A. Latest action on formation of non-profit entity for improvement and property management of Thomas Janney Homestead Historical Agricultural District
    - i. PA Commonwealth Filing and Initial 501c3 Board Membership

Mr. Steadman stated it was previously recommended that a new non-profit be formed with the mission of restoring, preserving, and creating public access to the Patterson Farm site; and the Board of Supervisors approved that recommendation. A meeting was held with Harbor Compliance which the Township agreed to hire at a cost of approximately \$2,700, and they will provide a turn-key solution to create a new non-profit in the State of Pennsylvania as well as IRS filings, etc. It is expected to have those filings approved in Pennsylvania in about one month, and they will provide us with pro forma documentation on Operating Agreements, Conflicts of Interest, etc. needed to be put in place to form a non-profit and to manage the property.

Mr. Schmid stated they will also help us with the Articles of Incorporation, the By-Laws, and the EIN. Once the EIN is obtained, a bank account can be opened. They will also help with managing annual report services and any questions that come up. Harbor Compliance has done this very successfully for a number of years for a lot of non-profits.

Mr. Grenier joined the meeting at this time.

Mr. Steadman, Mr. Camaratta, Mr. Schmid, Ms. Stark, and Mr. Kratzer have agreed to become founding members of the Board of this new non-profit.

Mr. Steadman stated the Patterson Farm Master Plan Implementation Committee exists based on the premise that the property should be managed by a dedicated non-profit; and once a non-profit is fully engaged and able to manage the property, the Implementation Committee will no longer be needed.

Mr. Steadman stated any member of the Implementation Committee who wants to commit to be on the Board of the non-profit is welcome to do so. Mr. Grenier stated the Board of Supervisors will have to make formal votes as to forming the ultimate non-profit, giving it a name, and proceeding with the administrative/technical items with a recommendation from the Implementation Committee.

ii. Drafting Master Lease and Property Management Agreement

Mr. Steadman stated they will be discussing the Lease Agreement between the Township and the newly-formed non-profit which will be the guiding document and will need Board of Supervisor approval. According to counsel, the non-profit itself cannot be overly controlled by the Board of Supervisors; and the non-profit would be an independent entity from the Township, although the Township will have a role in that non-profit with Board seats, etc. He added the relationship between the Township and the non-profit will be guided by the Lease Agreement between the independent non-profit and the Township which is the property owner.

There has been discussion about the naming of the non-profit and it has been recommended that it be called the Janney Farmstead Foundation at Patterson Farm. Mr. Steadman stated the official property name will be the Thomas Janney Historical Homestead Agricultural District. While the desire was to include the Janney name in the name of the non-profit, because the community knows the site as the Patterson Farm, they wanted to include that as well.

Mr. Solor stated while the name seems long, he does not feel that it could be made more brief without losing the necessary information they are trying to convey.

Mr. Camaratta stated the historic name will be on the submission for the National Register of Historic Places but it will also be added “aka Patterson Farm.” He stated the name proposed for the non-profit captures the historic name for the farmstead but keeps the Patterson Farm name as well since that is how people know the property.

Mr. Childs asked if that covers both of the farmsteads – Satterthwaite and Janney, and Mr. Steadman agreed. Mr. Steadman added that in the filings with the National Registry, it is called out that there are two separate Quaker farmsteads in the one Agricultural District. Mr. Steadman asked how the caretaker cottage is referred to in the Historic Filing, and Mr. Camaratta agreed to provide that information in the future.

Mr. Steadman stated there was a discussion with the Township’s attorney with regard to drafting the Lease between the newly-forming, non-profit and the property owner, Lower Makefield Township. Mr. Camaratta had provided her with some sample documents from the Pennsylvania Historic and Museum Commission. Mr. Grenier stated he hopes to get drafts from the Township solicitor next month. Mr. Camaratta stated the PHMC is a good model since the State owns a number of historic sites and they have Management Agreements with non-profits to do the management for them.

Mr. Steadman stated the Committee previously recommended entering into preliminary, non-binding discussions with two prospective tenants – AOY, a current tenant that may have an expanded footprint, and Patterson Farm Preservation. He stated the guidance we have been given is to get the Lease and Management Agreement in place between the non-profit and LMT first before proceeding too far with either of those two potential sub-Leases. Mr. Grenier agreed adding that we also want to look into how to be flexible in the future if there are other ideas that could work at the property. Mr. Camaratta stated he feels we should advise Patterson Farm Preservation of the plan of action and what the timeline may be for when we would be ready for further discussions.

Mr. Steadman asked if there is an idea as to when we might expect a final Lease Agreement between the non-profit and the Township, and Mr. Grenier stated he feels it will probably not be until February. Mr. Schmid asked when they will be able to contact Harbor to proceed, and Mr. Grenier stated he will discuss this with Mr. Kratzer and the Township solicitor. Mr. Schmid stated Mr. Kratzer has all of the information with regard to the proposal.

4. Building Protections & Enhancement Subcommittee Update – Mr. Childs, Mr. Solor, Ms. Stark

Mr. Solor asked the status of the Phase 2 proposal for the environmental investigations at the Farm. Mr. Grenier stated he will look into this with Mr. Kratzer. He stated the Board is currently working on the 2025 Budget, and the current plan is to carry over the Budget from last year to this year now that there are clear goals in mind in terms of execution; and the Budget for the implementation at the current time is the same as it was in 2024 which was \$700,000, although the final vote on that by the Board of Supervisors will probably not be for another month.

Mr. Steadman stated it was his understanding that it was the intention to move forward with the painting proposal in the spring based on the priorities recommended by the Implementation Committee, but he has not seen any proposal on a Phase 2. Mr. Solor stated he understood that there was discussion that the Township was reaching out to see if there was an opportunity for a Phase 2 to be supported by the County, but he has not seen any e-mails on that. He stated that is a critical component to moving forward on some of the buildings.

Mr. Steadman stated it is important to get a follow-up on this before next month to see if the Bucks County Economic Development Authority is going to support a Phase 2. Mr. Childs stated the original idea was that would be funded outside of the Township. Mr. Steadman agreed that the Bucks County Economic Development Authority seemed to have expressed a willingness to support a Phase 2 in addition to the Phase 1 support that they had provided. Mr. Grenier stated he just sent Mr. Kratzer a message asking for an update. Mr. Solor stated the reason this is critical is because we need to know what to budget for what needs to be done to the buildings regarding environmental clean-up.

6. Public Comment – There was no one wishing to make public comment at this time.

7. Review of Next Steps and Assignments – Mr. Childs

- A. Follow up on Status of Phase 2 and painting proposal for next year
- B. Follow up on Status by the Board of Supervisors on approval for proceeding with the non-profit and the Lease Agreement with the non-profit
- C. The next meeting of the Committee is scheduled for Thursday, December 12  
Mr. Schmid indicated he may have a conflict on that date.

Mr. Grenier stated he met with the Congressman and his staff at the Veterans Day Parade and Ceremony, and they discussed working with them early next year to see if there were any ways to include the Farmstead and some of our proposed projects in any Federal funding.

There being no further business, Ms. Stark moved, Mr. Schmid seconded and it was unanimously carried to adjourn the meeting.

Respectfully Submitted,

Fred Childs, Secretary

