

Lower Makefield Township
Patterson Farm Master Plan Implementation Committee (PFMPIC)
Minutes – February 13, 2025

1. Call to Order – Mr. Steadman, Chair, called the meeting to order at 7:30 p.m.

A. Attendees – Dennis Steadman, Chair, Peter Solor, Vice Chair,
Fred Childs, Secretary, Joe Camaratta, Ron Schmid

Absent – Jennifer Stark, PFMPIC Member, Matt Ross, Supervisor
Liaison

2. Review and Approval of December 12 Meeting Minutes – Mr. Childs

Mr. Childs moved, Mr. Schmid seconded and it was unanimously
carried to approve the Minutes of December 12, 2025

Mr. Childs stated the Committee did not meet in January so
there are no January Meeting Minutes

3. Assessment – Stage 1 Master Plan Implementation - Mr. Steadman/All

The year-end Report for 2024 was sent to the Board of Supervisors
on January 7. Key accomplishments of Year 1 were shown in a
slide presentation (see attached). There are urgent steps that need
to be taken in Year 2 in order to achieve the goals of the Three-Year
Plan.

Introduction: (see Pg 4 of attached) The volunteer Committee
supports the Township in implementing the Patterson Farm Master
Plan and provides analysis, conclusions, and recommendations to
the Township staff and the Board of Supervisors to advance the
implementation of the Master Plan, which once implemented, will
create new value from this underutilized and deteriorating Township
asset that holds significant historic and community significance.

Key Accomplishments in Year 1: (Pg 4) A decision was made after
research and discussion with multiple entities that a new non-profit
needs to be formed that would be dedicated to the management
of the site. A roadmap was created for implementation of the forma-
tion of such a non-profit, and founding Board members were identified.

Also identified and provided to the Township were sample Master Lease Agreements for government-owned properties that are managed by independent non-profits.

Key Accomplishments in Year 1: (Pg 5) Advancement was made of the Application for listing this site on the National Registry of Historic Places, which will enhance how the site is renovated and restored by providing economic efficiencies and opening up new potential for grant and charitable monies. The decision was made to list this site as an Agricultural Historic District, encompassing the entire 231 acres and both farmsteads. The historically accurate name used in the Application is the Thomas Janney Homestead Historical Agricultural District.

Key Accomplishments in Year 1: (Pg 6) With regard to building protection and enhancement there was a general clean-up of the grounds by Township staff. Additional assessment of the condition of structures was conducted. A Phase 1 Environmental Assessment was conducted with Grant funding from the Bucks County Economic Development Authority. A licensed contractor was obtained for minor repairs and painting of 10 buildings with that work slated to start in 2025. New infrastructure cost estimates were developed for the overall site addressing such work as supplying public water and sewer, as well as potential enhanced driveways and access.

The Township has continued to do minor tasks at the site extending beyond clean-up and trimming. For example, electrical service has been re-worked to Satterthwaite and safety fencing has been installed in some areas.

Key Accomplishments in Year 1: (Pg 7) Potential terms for Sub-Lease Agreements with local non-profits were also explored in 2024 including, the “anchor tenant” AOY, for potential expansion of its footprint at the Janney Farmstead, and Patterson Farm Preservation for a sub-set of the structures at Satterthwaite Farmstead. An offer for a major capital contribution in excess of \$200,000 was secured related to the assignment of the agricultural lease through Farmland Preservation, the local non-profit that owns about 340 acres in Lower Makefield. This offer is under consideration by the Township.

Year 2 Pivotal Year: (Pg 8) Year 2 (2025) will be a pivotal year and the planning from Year 1 needs to result in action in 2025 because if there

is not action, the money invested by the Township in developing the Master Plan and all of the volunteer and community efforts over the past few years are at risk of becoming futile.

Urgent Next Steps: (Pg 9) Next steps for 2025 should include the formation and organization of a non-profit so that there can be discussions of raising capital from contributors. There is also a need to install a board and develop operating principles by the new non-profit which could take two to three months. That organization will need to develop more refined cost estimates and prioritize projects where funds will be allocated. A capital campaign should be launched given the amount of capital that will be needed via grants and contributions. Ideally, the capital campaign would be underway by May and run through the rest of the year as this is an urgent need.

Urgent Next Steps: (Pg 10) Another urgent need is to finalize the Master Lease Agreement between the non-profit and the Township, and hopefully that can be in place by April. The non-profit will then be able to have more meaningful leasing discussions with AOY and Patterson Farm Preservation. Once those Agreements are in place, those organizations and their resources would be available to help bring improvements, uses, and activities to the site. The Township will always be involved, and the Township can control the non-profit via the Master Lease Agreement and its terms and conditions.

Urgent Next Steps: (Pg 11) A Phase II Environmental Assessment is a needed next step and the ability to address the issues identified. This must be done before some of the renovations, repairs, and uses can be considered. Water abatement and painting that was contracted the end of 2024 is scheduled to be done in the spring when weather permits. An Improvement Plan needs to be developed that prioritizes rehabilitation and site improvements with a clear and mutual understanding by the non-profit and the Township as this level of detail is needed for budgeting by both organizations to support the capital plan and grant submissions. End of presentation.

Mr. Schmid asked who is responsible for drafting the Final Lease Agreement and the timeframe for delivering it to the Committee as that it is an urgent part of moving forward. Mr. Steadman stated he felt that we should have seen the draft by now as it was started

in December. The Township Manager is responsible to work with the Township solicitor to draft that, and there has been discussion with the solicitor who has the pro forma Contracts that were provided by the Pennsylvania Historic Museum Commission. There is no timeline for the lease to be completed at this time.

4. Keystone Historic Preservation Grant – All

The Application is due March 3. The Township staff is working on this working cooperatively with the Patterson Farm Master Plan Committee and AOY who represent the current public use of the site. Mr. Solor stated there was discussion about reaching out to Seiler+Drury. Mr. Steadman stated Mr. Majewski reached out to them, and they indicated that they would be willing to look at their information and provide what we would need and update that with inflation factors, etc. to update some of the costs. The Grant is for up to \$100,000 with a \$100,000 required match so it could support a project of \$200,000 or more to be funded. The target for this is the Thomas Janney House focusing on exterior issues with the dormers and potentially windows as well as improve ADA access inside.

Mr. Schmid stated there was \$700,000 in the Budget for this project, and he asked if those monies were maintained in the Township's 2025 budget. He also asked if monies have been expended toward that \$700,000 already. Mr. Steadman stated according to Mr. Kratzer, the \$700,000 that was earmarked for this project was earmarked in such a way that unused funds would roll forward to the next year for a three-year window. Mr. Steadman did not know the details as to how much of the \$700,000 was spent in 2024. Mr. Solor stated the upcoming painting project will consume a good amount of that money about \$220,000.

5. Subcommittee Updates:

Building Protection & Enhancement – Mr. Childs, Mr. Solor, Ms. Stark

Spring Painting Project – While the status is not known at this time, it was indicated that it could be executed fairly quickly.

Phase II Environmental Safety Assessment (ESA II) – Funds are currently being sought for this. Mr. Solor estimated the cost to be several tens of thousands since they will need to pull samples from different places to quantify the actual amount of work. Mr. Solor will speak to Mr. Kratzer for an update.

Other – Mr. Solor stated the Township has continued to do work on the site which is a change from what has been done in the past.

Non-Profit & Funding – Mr. Camaratta, Mr. Schmid, Mr. Steadman

Mr. Schmid stated there were discussions with Mr. Doug Miller, Site Administrator at Pennsbury Manor, and Ms. Jennifer Martin who heads up the Washington Crossing Society getting their input. Much of their input was that we should seek community input moving forward. They also discussed what role in the future they could play, and Mr. Schmid stated we should consider bringing them in perhaps as part of an Advisory Committee, perhaps meeting once a quarter to have them continue to advise us on the historic preservation of these sites, and where we can look for best practices from other institutions. Mr. Camaratta stated they both provided great advice, and they would be valuable advisors for the non-profit to have regarding best ways to move forward. Mr. Steadman agreed they would be great partners to have, and having their experience and knowledge would be most helpful.

Community Communications – Mr. Schmid

Township Vehicles – Past community meetings had provided the Committee with what the community did and did not want, and that has helped guide the Committee moving forward. During Year 2 an on-going communication strategy should be established that keeps the community involved of the Committee's progress and continues to seek their input on what will bring pride and utility to the Thomas Janney Farmstead.

Outreach to the community and seeking their feedback has already been approved. The Township has a Website, Zencity

which provides resident engagement, the Township Facebook page, Twitter, LinkedIn, YouTube, and the Township News-letter that comes out every three months. Copy has already been drafted for that Newsletter to start to reach out to the community. Consideration needs to be given as to how to get community feedback which could include surveys, public hearings, and resident advisors as has been done previously.

Mr. Camaratta stated the involvement with AOY was helpful as information was in their newsletter, and they have a very broad reach. Mr. Schmid agreed that we need to work with our Leasing partners – both AOY and the Patterson Farm Preservation group.

National Registry Submission – Mr. Camaratta

The pulling of data has been completed as it relates to the output and productivity of the Farm which needs to be demonstrated. That data now needs to be put into Excel. SHPO indicated yesterday that they would be willing to review it once the historic significance portion is done and provide feedback. The hope is to be done with the historic significance part of the submission by the end of this quarter. There is also the architectural description, and most of what Seiler+Drury produced for the Master Plan can be used for that. There are a number of other pieces required for the submission including aerial photography, drawing boundaries, etc. Once the submission is complete, it will be sent to the Board of Supervisors for their review. The submission will then go to the State which usually completes their review in thirty to sixty days. It was not known how long it takes once it gets to the Federal level.

6. Other Business

Mr. Solor stated he feels consideration should be given to what the Budget is this year and how those funds will be allocated. Mr. Schmid stated he feels that it makes sense to prioritize where the money should go this year. Mr. Solor stated he would like to know what we are committed to already and how much money is left. Mr. Steadman stated Mr. Majewski had indicated that some early design work would be necessary whether we get the Grant or not. It was agreed to have a conference call with the Township and some of the members of the Committee to discuss this.

Mr. Childs stated the basis of the \$700,000 that was approved by the Board of Supervisors was based on the priority that we established from the Seiler+Drury estimate. Mr. Solor stated the Phase II Assessment was not included in that. Mr. Steadman stated there is not only the cost of the Assessment but there is also the cost of the remediation. Mr. Solor stated we may choose not to remediate certain spaces based on whether or not there is a proposed use for a specific structure. Mr. Steadman stated environmental remediation could be costly; and that is not something that a non-profit foundation would want to fund, and it would be the property owner who would need to do that.

Mr. Camaratta stated he would like to see a timeline for some of these projects including the Master Lease Agreement and the Phase II Assessment. Mr. Steadman stated there was a strong recommendation that the property management be turned over to a non-profit since municipalities are not typically structured to do this work. He agrees creating a timeline for these critical items makes sense, and he will discuss this with Mr. Kratzer along with the discussion of the budget.

Mr. Solor recommended that there be a summary schedule and a high-level budget overview on the Committee's agenda each month.

7. Public Comment

Ms. Bette Sovinee, Executive Director of AOY, was present. She stated she has heard that Senator Steve Santarsiero and Representative Perry Warren have dedicated some state funding in the amount of \$900,000 for this project, and she asked if that has come forward. Mr. Steadman stated while he knows that they are big supporters, he has not heard anything about that. Mr. Camaratta stated that may be the Grant that was applied for from the state last year.

Ms. Sovinee stated she agrees that the Leases need to be completed as soon as possible. Mr. Steadman stated he feels that until the Master Lease is established between the Foundation and LMT, it is hard to have productive discussions on sub-leases which is what the AOY lease would be. The umbrella non-profit has not been formed, and this is one of the items the Committee indicated needs to be established; but the Township has not agreed to proceed with that yet.

8. Review of Next Steps, Assignments, and Future Schedule – Mr. Childs

- A. Set up a conference call with the Township Manager and his staff on Budgeting, timeline, and the Master Lease Agreements as well as updates on the Keystone Grant status – Mr. Steadman
- B. Reach out to Mr. Kratzer on the status of the Environmental Safety Assessment and the Painting Contract – Mr. Solor
- C. Provide a draft timeline for the Committee to review and comment based on the discussions this evening – Mr. Solor

Mr. Camaratta stated he believes with regard to the Grant, that matter is to go before the Board of Supervisors on February 19. He stated Mr. Kratzer would like the Board of Supervisors to approve the submission of the grant since it has financial implications with the match.

- D. Discuss with Mr. Kratzer if there is support needed from the Committee with that agenda item – Mr. Steadman

Mr. Schmid stated he feels the priority is to get the Master Lease Agreement in place since once that is done, they can start talking to AOY and the other non-profit as well as start raising money.

- E. Continue with communication area – Mr. Schmid
- F. Continue with National Register – Mr. Camaratta
- G. The next meeting of the Committee will be Thursday, March 13.

There being no further business, Mr. Steadman moved, Mr. Camaratta seconded and it was unanimously carried to adjourn the meeting.

Respectfully Submitted,

Fred Childs, Secretary

