

Heritage Minerals Redevelopment Subcommittee
MEETING SUMMARY
June 15, 2015

Present:

- Manchester Township (referred to as “Township”)
 - Mayor Ken Palmer
 - Donna Markulic, Business Administrator
 - Craig Wallis, Councilman*
 - Jim Vaccaro, Councilman*
 - Lisa Parker, Chief of Police
 - Al Yodakis, Director of Public Works
 - Don Somerset, Director of Utilities
 - Felicia Finn, Zoning Board
 - Michele Zolezi, Planning Board
 - Dave Trethaway, School Superintendent
 - Blanche Doran, Senior Advisory Committee
 - Marge Camposano, Secretary to Mayor Palmer
- *Council members Wallis, Vaccaro and Fusaro will alternate

- Redeveloper
 - John Pagenkopf (referred to as “JP”), Vice President of Development, H. Hovnanian Industries
 - Susan Doctorian Kryillos, Consultant to H. Hovnanian Industries

- Other
 - David Roberts (referred to as “DR”), Maser Consulting, Township Planner
 - Zachary Zeilman, Maser Consulting, Planner (Notetaker)

Summary:

- a. Mayor Palmer opened the meeting and asked the members to introduce themselves. He provided a general overview of the purpose of the Working Group and reviewed some ground rules. The flow of information will be through the “point persons”, who will be the Mayor or his assistant, Marge Camposano, Donna Markulic and Dave Roberts of Maser Consulting.

- b. The Working Group heard a presentation on Redevelopment 101 from David Roberts.
 - Mr. Roberts explained the ‘Redevelopment’ process and provided handouts, “Manchester Township Redevelopment Subcommittee / Redevelopment 101: The Fundamentals,” dated 6/15/15 (power point presentation).
 - Mr. Roberts provided an overview of the Redevelopment process. The purpose of redevelopment is to transform a distressed area into an economically viable part of the community.
 - After a Redevelopment Plan is developed, with review and site plan approval by the Planning Board, and review and approval by the governing body, it can be adopted by the governing body, and a redevelopment agreement can be negotiated. The Redevelopment Plan governs development within the Redevelopment area. The Redevelopment Agreement is the contract between the redevelopment entity and the designated redeveloper requiring the project be constructed in accordance with the redevelopment plan.

- In this case, eminent domain does not apply. The process of entering into a redevelopment plan includes regulatory framework and is a public document. The plan and the agreement go hand in hand. The Redevelopment Agreement is confidential and negotiated between two parties. It may include confidential/sensitive information on business practices, etc. When both sides come to agreement (if you come to a meeting of the minds), the agreement contains specifics regarding who does what for whom regarding the redevelopment of the property; what the town is going to get out of it, and what the redeveloper needs from you to do the project. There's also financial tools available (provided in the legislation) that follow after the redevelopment agreement. These tools help to bridge the gap and help projects go forward. The ultimate objective is that it is for the public good. The site may be an economic drag on the town and you have the opportunity to turn it into something productive for the community. (This is taken from the redevelopment and housing law – statute NJ 40a:12a).
 - Mr. Roberts reviewed several other redevelopment projects.
 - The Township has been through the first three steps of the process so far: the preliminary investigation, the planning board's public hearing on the redevelopment designation, and the governing body designating the area in need of redevelopment. This is a public process.
 - The redevelopment project moves forward when the Redevelopment Plan is established. The governing body may serve as a redevelopment entity, just wearing a different hat. This can be advantageous because the governing body has jurisdiction over certain items such as vacating streets. It is a public / private partnership. A redeveloper is selected by the governing body. Financial / property tax exemptions can be considered by the governing body, and that would follow state regulations.
 - The Agreement must have a commencement date, and sometimes it has a completion date. It can also have phases. If no completion date is established, it could be a life-time project. It needs to be determined whether the development plan will supercede or overlay current zoning. The redevelopment plan can be specific or general. The concept plan can be attached to the Redevelopment Agreement with phasing included. It is an involved process – sometimes it takes as long to develop a Redevelopment Agreement as it does to create a Redevelopment Plan, and they are used hand-in-hand throughout the project.
- c. The Hovnanian Group came to the meeting at 5:16PM. Mayor Palmer asked that all present make a short personal introduction.
- d. Redeveloper's Expectations of the Governing Body (Township):
1. JP spoke about their intention for the TOWNSHIP to act as the redevelopment entity and wanting to have input from representatives of diverse stakeholder groups that may be affected by the Plan to make sure it is fiscally responsible for the Township.
 2. Mayor suggested that there may be some meetings that the TOWNSHIP will want to meet "closed-door".
 3. JP said that he sees this group as the visioning group to determine what we want to see in the Heritage Minerals Site. That won't begin until the application gets going.

4. DR suggested creating a subcommittee or “executive committee” of the Working Group, perhaps consisting of the Mayor and the participating members of Council, to deal with any situations that might be somewhat sensitive and then the subcommittee could report back to the Township.

e. Timeline and Next Steps:

1. JP stated that the client would like to start as soon as possible and will work out a schedule with standing meetings to which everyone (governing body members) can come, and we can get a rhythm down. John will provide information to the Working Group before each meeting. Spoke about using images of other projects to envision the Town Center. Would like to discuss coastal ecotourism side for the preserve lands, which will involve the State. The circulation plans and bicycle trails seen as part of the ecotourism by giving the community access.
2. It was asked that JP give a presentation at the next meeting of images to which the client is referring. DR mentioned conducting a “visioning process” with JP that will allow people to react to images to determine what should be permitted on the site and to determine whether there are certain goods and services that are missing that would benefit the whole town.
3. It was asked that John provide copies of the site map from the tour to the Township at the next meeting.
4. Mayor stated that the next step for the next meeting will be that JP (H. Hovnanian) will make a presentation and the Working Group will kick around ideas. JP will also bring the Working Group up-to-date on JP’s meetings with the State and other entities.

f. Dates for Future Meetings:

1. Meetings will be regular set dates. John is open to any times or dates.
2. Decided that meetings will be scheduled for every two weeks – first and third Thursdays – that way, if one meeting needs to be missed, the Working Group can still meet on the third week. First Thursday is July 2nd, 2015 and third Thursday is July 16th, 2015. A tentative schedule was established:

Meeting Dates:

First and third Thursdays at 3 p.m.
July 16 in Civic Center
August 6 in 2nd floor Conference Room
August 20 in Civic Center
September 3 in Civic Center
September 17 in 2nd floor Conference Room
October 1 in Civic Center
October 15 in Civic Center
November 5 in 2nd floor Conference Room
November 19 in Civic Center
December 3 in Civic Center
December 17 in Civic Center

3. Mayor will not be available July 16th (need to confirm)
4. First meeting can be on Wednesday, July 1st or Thursday, July 2nd and will be flexible as needed around other set meeting dates.
5. Mayor asked whether it would be difficult for those who don't work at the Township offices to make a meeting during the day – Thursdays at 3 PM.
 - i. No objections to Thursdays at 3 PM.
 - ii. JP suggested scheduling from 3 PM – 4:30 PM.

g. Meeting Notes:

1. JP suggested that meeting summaries be received/viewed the week before the following meeting and review the meeting summaries at the following meeting so that everyone is in agreement with what was said.
2. Zach will take notes and make the summary.

h. Redevelopment Plan and Process:

1. JP suggested that it would be good to see our traffic analysis to help make any necessary changes once the process is far enough along. This by no means puts the planning/redevelopment process aside, but will benefit the Plan to hear some of the traffic or fiscal flaws, etc.
2. DR said that traffic models could determine the potential of any changes. Only the planning board can change the site plan.
3. After the Redevelopment Plan is in place, it will take away a lot of issues with the settlement agreement. "Hard engineering" could potentially begin in 2016.
4. DR suggested that a concept be designed of what is to be redeveloped or preserved and then subdivide that into phased Site Plans. There could be commencement dates for each phase, with several phases happening concurrently, or hold back based on how things are going.
5. JP stated that in the Redevelopment Plan they will create the standards that fit the design that they will propose and then present it to the Township to approve.
6. JP stated that they will have as aggressive a Plan as possible presented to the State, which would then likely be reduced by the time it gets to the Township to approve.
7. Mayor said that one of the benefits of coming to the Township first is that by having Township approval that the State may look more favorably on the Plan. JP added that it wouldn't make sense to go to the DEP or others without talking to the Township first.
8. Township will mold how the development happens, but it will be a public-private partnership.

9. It was stated that the redevelopment will happen at some point. It just depends on how the Township wants it to happen and whether a mutually agreed-upon redevelopment plan can be developed.
 10. DR added that imaginary and legal lines can be moved – what does the site want to be? Start with the Plan and see where there is pushback.
 11. JP stated that the risk is the investment in time, but it allows for a better project.
 12. Susan stated that it is unusual for a town to have the space to envision what’s best for its future. This is a huge area and the Township has the chance to plan it – the 2205 unit retirement unit plan is an option, but is that really what is wanted?
- i. Follow-Up/Communication:
1. JP asked what the best way for communication would be going forward.
 2. Mayor responded to email with himself, Donna, Marge, and Dave and would probably be a chain email.
 3. JP will give his information for anyone to contact him with ideas to add to the diversity of the project.
 4. DR suggested the possibility to create a project-specific website (or Facebook page) that will allow Working Group members to add photos or ideas and share with the group in-between meetings.
- j. Adjournment: 6PM.

Respectfully submitted,
Zachary Zeilman and Dave Roberts,
June 23, 2015

Supplemented with selected “Working Group Highlights”, prepared by Margaret Camposano,
Secretary to Mayor Palmer
July 6, 2015

Corrected per Working Group comments at meeting of July 16, 2015

These minutes represent the only record of what transpired and if any members have taken their own notes that they wish to be part of the record, they must submit them to Maser before the draft minutes get approved as final. Once minutes are approved as final, they shall represent the sole record of what transpired during said meeting.