

Fort Hancock 21st Century Federal Advisory Committee
Meeting #25 Summary
Thompson Park Visitor Center
805 Newman Spring Road, Lincroft, New Jersey
October 14, 2016

Executive Summary of the Meeting

Gateway Superintendent Jennifer Nersesian introduced two new members to the committee, Patrick Collum and Gerard (Gerry) Scharfenberger, and announced that member Stephanie Murray had resigned. Nersesian announced that all current members of the committee who reapplied would continue as members.

Nersesian outlined activities celebrating the National Park Service's Centennial this summer. Updates were provided on the rehabilitation of damage to buildings from Hurricane Sandy and on activities related to the Centennial celebrations. This included discussions of key issues from the last meeting such as New Jersey State liquor licenses.

Outreach discussions were lively and addressed many options to inform the public about the leasing program and recent successes.

The lease template and the Request for Proposals (RFP) are under revision. This led to in-depth discussion of the construction approval process and management of the expectations of lessees. How to help prospective lessees was wrapped into this discussion and Kate Stevenson's check list was identified as a major step forward in helping prospective lessees understand the costs up front.

Middletown real estate taxes were discussed at length. Members look forward to the advice of experts who will speak at the December meeting.

During the update on proposal submissions, the park announced that the Affordable Housing Alliance (a non-profit organization with headquarters in Monmouth County) had submitted a proposal and signed a Letter of Intent.

Committee discussions also focused on whether there was a need to review the use map that was developed and refined during the first years of the committee's efforts. A Working Group was formed to research the use map with Middletown and report back to the committee its findings.

During the meeting, Pam McLay and Karen Edelman developed notes on (1) committee opportunities and (2) outreach discussions. These notes were immediately sent to the committee during the meeting and are attached at the back of these minutes.

Decisions:

- Bring experts to the December meeting to inform the committee on the real estate tax process in NJ.
- Formed Working Group to update the use map and consider acceptable and non-acceptable uses.

Action items:

- Jeff Tyler will develop a worksheet with Shawn Welch to submit to Pam McLay to outline the costs for a hypothetical lease.
- Tyler and Shawn Welch will work on a one page outlining the lease proposal process similar to the Requests for Expressions of Interest one pager.
- Welch will ask Monmouth County Freeholder Lillian Burry to invite the county tax assessor to the December meeting.
- Gerry Scharfenberger will ask State Senator Joe Kyrillos to speak to the committee regarding state real estate tax provisions.
- List of tasks in “Outreach” notes at the end of meeting minutes.

Meeting minutes begin here.

Meeting was called to order at 9:14 by Jennifer T. Nersesian, Designated Federal Officer and Superintendent of Gateway National Recreation Area (GATE). Stacie Smith served as Facilitator.

Nersesian notes that new proposals have come in and that there is plenty of work to be done about Fort Hancock Historic Post.

Nersesian announces Stephanie Murray’s resignation from the Committee. Nersesian also announces that Linda Cohen, Michael Holenstein, John Ekdahl, Lillian Burry, Gerry Glaser, Dr. Howard Parish have been reappointed to the Committee by the Secretary of the Interior. Two new members were also appointed: Gerard (Gerry) Scharfenberger, who serves as director of the New Jersey Department of State Office for Planning Advocacy and also currently serves as mayor of Middletown Township; and Patrick Collum, a retired educator from the area.

New Committee members are introduced:

Patrick Collum served as Monmouth Regional High School Superintendent. He is now as Business Administrator and Education consultant. Nersesian welcomes Collum, who is happy he rounds out the education component and represents this important interest to the community and to the redevelopment of Fort Hancock Historic Post. Collum is thrilled to have the opportunity to be on the committee

Scharfenberger comes to the committee with a professional background in anthropology that has done work out at Sandy Hook. He had to get an ok from the State of New Jersey to serve on this

Committee. He tells the committee that the state thought it was a great idea. If he can do anything to help and play a role, please let him know.

Nersesian: Now that we have renominated our second group of members, it is time to get the next group renominated. We will get that going. We will also look at whether there are any gaps on the committee that we want to fill and target the skills and experience we need at the table.

Smith: Provides a brief overview of the agenda and opens it to revision in the event we need to adjust.

Meeting notes from the September meeting went out to park management and will go out to the chairs and committee when park completes review.

Proposed dates for 2017:

- February 3
- April and June dates need to be revisited as they may conflict with holidays and school vacations.

Park Updates: GATE is working on hiring an on-site leasing/facilities program manager who can work on issues with Lessees and Tenants and address day to day issues. Pete McCarthy, Sandy Hook Unit Coordinator for GATE, has been that person up until this point but we need to staff up to meet the demand that will be out there. In the interim, Chris Parsons will be helping (with facility related issues).

Welch asks if this is going to be a person with facility background or with a lease background? (The former.) Chris Parsons works at Statue of Liberty National Monument, but before that worked at GATE's main office on Staten Island.

Anthony (Tony) Mercantante asks if it will be a park employee. Yes. Lynda Rose asks if that person will be out there all the time. Yes. Rose recommends they have someone out there on weekends.

Pam McLay, GATE Chief of the Business Management Division (BMD), explains that the leasing program manager will be responsible for facilities, improvements, and related approvals. BMD will continue to be the contact point for showing the buildings and making contact with interesting parties.

Nersesian: It has been a great summer celebrating our centennial. We have a beach sweep on October 22 with Clean Ocean Action. Janice Ryan, the Deputy Director will be participating in that event. We continue to move forward with Sandy and other construction projects and will be paving lots A, B, the parking area used by the Marine Academy of Science and Technology (MAST), and a few others. Building 102 is underway and will be used to house 38 seasonal employees over the summer season. Once complete, it can be used during the winter for

volunteer housing. It should be done by the end of 2017. There has been some demolition of beach centers. We are going to come up with a new design for a facility at Area D (former Seagull's Nest). The existing facility has been deemed structurally unsound. It will be different to meet our resiliency design but will probably be a two-story facility.

Rose asks about the status of the liquor license. Nersesian: That belonged to Ed Segall and was issued by the state. We have a meeting scheduled with the State about this issue.

Margot Walsh asks if the structure at Area D will be leased. Yes, says Nersesian, it is the intention it will be used for some sort of service.

Superintendent Updates Continued:

- We are working on the theater facility (Building 67) – which sustained significant damage during Sandy. The theater lot will also be paved.
- We are doing a design for the Chapel revetment and are doing contracting for the design.
- The telecommunications project is wrapping up sometime around April 2017.
- New signs are up and are hopefully helping the public find their way around.
- We have a design/build contract for component restoration of Battery Gunnison/New Peck which should be underway this fall.
- There is a contract to build a new sewer treatment plant at Sandy Hook and it should be operational before summer 2017. We are also working on lift stations.
- The water treatment plant at Sandy Hook is under design and there is a contract to rehabilitate it. It is a critical piece of infrastructure and is also a historic structure. The project is to rehabilitate the building, not to rebuild the plant.
- A contractor is working on the design for Building 7 on Officers Row.
- The lighthouse is going to be rehabilitated. We are going back out to contract for new bids and construction should be complete by the end of 2017.
- The proposed maintenance facility should be going out to bid for construction. Through the public comment process we determined the siting of the facility should consider use of existing buildings. We are rehabilitating two buildings for use as part of those facilities but are constructing a small auto shop.

Linda Cohen asks about computer service which was out last week.

Nersesian: Totally upgraded service for phones, internet and telecommunications is expected to be up and running by the end of 2017. We tacked on extra to that project to extend the line all the way out to the end of Sandy Hook so that we can connect to other providers in the future, right now we are tied to one provider.

Mercantante asks when the demolition of the Seagull's Nest will take place. Nersesian answers that it is not clear yet. Mercantante asks the park to do a press release before it comes down.

Nersesian agrees; we do not want to catch anyone by surprise. Jim Grant believes the construction contract will go out in the spring and NPS will go through conceptual design once

that contract goes down. Mercantante is concerned the building is unsafe. NPS has already cordoned off access to the Seagull's nest facility.

Introductions around the table for new members.

McLay: Our new website has gone live (<https://forthancock21.org/>). We still welcome opportunities for comment. Our intern has incorporated GIS mapping that links to each building. If FACA members want us to change the bios, please submit the information you want us to include. Chief navigates the website and shows Committee members where to find information.

There is strong interest in the leasing program and we are excited to keep that momentum going. That is what we are going to talk about next. You can see the buildings available and note the status ("proposal submitted," "Letter of Intent," "Leased")

Jeff Tyler notes that search under Sandy Hook Real Estate does not generate the result of the website. McLay notes that some outreach may be required to determine how to get more visibility for the web site.

Rose recommends search engine optimization. Nersesian agrees.

McLay shows the Committee where to find the RFP and goes over very briefly some of the recent changes to the RFP. She explains that the whole BMD has access to the Gateway email box. We look at the email box every day. Our division had 30-40 interested parties out to Sandy Hook over the summer and we continue to field inquiries and provide tours.

McLay asks the Committee to comment on the website and provide feedback, suggestions, edits, etc. NPS will look into the Google search optimization. Terms such as "Officers Row", etc.

Tyler asks if the documents such as the standard form of lease are available through the website. BMD will double check to see if there is a direct link to the lease and to see if there is a direct link to NPS webpage.

Mercantante asks if the press clips/videos are linked to the website. NPS will get them and put them up. Mercantante explains that Middletown Township has a TV station and they can include the Fort Hancock Historic Post new stories.

Kate Stevenson joins the meeting at 10 am.

Gerry Scharfenberger talks about designating Sandy Hook a Middletown Township historic district. They already have 5 historic districts in Middletown Township. Maybe consider making it an economic development district.

Middletown Township will consider promoting Fort Hancock Historic Post on its website. Rose will take the lead asking the surrounding towns (or towns in the Eastern Monmouth Chamber of

Commerce) to include Fort Hancock Historic Post info on their website/include the link. Mercantante will do so for Middletown Township.

Nersesian asks if we can consider the Board of Realtors and ask them to link to our webpage or Facebook page if we have not already. Tyler recommends the Board of Tourism. Lynda recommends the state and county Boards of Tourism. Lynda has contacts with the County Board of Tourism.

Tyler explains there is an online company you can contact to consolidate that info and disseminate it. Walsh agrees to reach out to the State Board of Tourism. Cohen will ask her Board Members about it. Mercantante also recommends we reach out to places of interest such as the Asbury Park Music Festival. He will put together a list of places of interest and email it to McLay and Pete McCarthy. Scharfenberger explains that State of New Jersey has travel and tourism program and he will try to have a representative at our December meeting.

McLay creates a list of outreach opportunities and identifies the Committee members who have agreed to reach out in connection with same. The list is included at the top of this document.

Cohen asks if any developers have expressed interest. McLay: We have had some large developers show interest in the Requests for Expressions of Interest (RFEI) stage and, if you remember, Arthur Imperatore was an original member of the Committee, but he stated that he had no interest in our project because it was too small. Cohen thinks Imperatore lost interest because Seastreak, not NY Waterways, serves Sandy Hook. McLay: Imperatore was on the board of Governors Island and he was very vocal about the real estate possibilities or what he considered the lack thereof at Sandy Hook.

Mercantante: We had a meeting with Seastreak recently. We might consider letting people know on the electronic signs on Route 36 that parking lots are full and they could take a 10 minute ferry ride from the Belford ferry terminal to Sandy Hook instead of waiting for spots to open at Sandy Hook or ending up at another beach.

McLay continues: Where should we focus some of our energy when the market is a little slow? Where is a good place for us to set up a booth and provide information? The State builders show is not until April. Are there any local builders' shows we can attend? Mercantante informs the group that Brookdale Community College has a builders and home improvement show every year. It is geared towards consumers but builders participate. It is scheduled for January 27, 28, and 29. Rose does not think this is an event worth attending – it is a product driven show.

Tyler is not sure the League of Municipalities is the best place to show either. He and Mercantante think the Annual Builders Shows in Atlantic City is probably the best place to be.

Welch asks if the Builder's show has a place for historic rehabilitation. Or whether it is new construction oriented? Mercantante explains that there are some that specialize in historic

buildings. Walsh recommends we get in touch with the Architect's Association of NJ. Walsh will reach out to the former members. Walsh agrees that League of Municipalities is too expensive and it is very hard to capture their attention because you have to compete with large entities. You have to work very hard to capture the attendee's attention.

Rose is not sure there is value in attending community events such as river fest and oyster fest. Not sure the demographic is what you are looking for – you can easily buy a smaller sponsorship but I am not sure the audience you want to capture is there. Highlands is having an Octoberfest next week; she suggests the park should be there. Rose will inquire and agrees that if NPS can get a table, she will staff it. She will double check on the date. Walsh recommends checking if we can share a table or booth with Bahr's Restaurant, for example but Rose thinks that because Bahr's Restaurant will be serving food, that is not an appropriate match.

McLay asks the group to consider the New Jersey Builders Show on April 4-6, 2017. Tyler will look into the Builder's Show and find out how much it costs. McLay asks the Committee for help manning the booth. Tyler agrees to help.

Collum asks what we expect to gain. Rose says we gain exposure. She goes out with Captain Dan Schade on tours of the Bay, where people are always asking about the Officers Row buildings.

Rose recommends we have a sign up at Sissy's, where everyone stops to get their coffee. Rose points out that we should call Carla from the Highlands and Atlantic Highlands Business and ask her if we can put our postcards in the downtown shops. Rose will lay the foundation and will also ask Timothy Hill to help us out in Highlands.

Tyler recommends we get in touch with CORENET, a corporate real estate executives organization, and maybe make appearances at some of their local chapter events. They are always looking for speakers to talk about interesting topics. Jeff will follow up about making inroads. This is a good way to meet people who may be interested or can point people in our direction.

Rose recommends we have information on the Seastreak ferry too. Also, someone recommends we have fishing boats contain some promotional material.

Welch points out that they have the postcards at Battery Gunnison/New Peck and that the public often asks about the buildings.

Walsh asks if we should reach out to New Jersey Institute of Technology (NJIT) again and see if we can get their architectural design department out here to work on a project with students. They have a design program, a resiliency program, etc. It would be great if they would come out here and get a model building up and running. Walsh will follow up with NJIT.

Mercantante recommends that we get on the Regional Plan Association's annual presentation agenda. They have a lot of real estate interests and can also be a resource for design and outreach help. Mercantante will provide contact information and Nersesian will also see who we can reach out to.

What about advertising? Should we be advertising? We did "This Old House," the National Trust Site, and a few others. We are getting traffic from "This Old House."

Mary Eileen Fouratt mentioned the ferries as a place to advertise. Krauss mentions the train stations at Red Bank, Little Silver, etc. but Rose points out those are expensive.

Rose mentions the kiosk in Highlands is a good place to post flyers, by the Marina, where people walk around. NPS will make sure we provide Committee members with postcards to distribute before the end of this meeting.

Welch thinks Facebook drove visitation this past October 7 and 9 for Fort Hancock Days:: AGFA had over 250 people at the lantern tour and on Sunday and had families waiting in the rain to get into Battery Gunnison/New Peck. Facebook also generated a number of online donations.

Rose recommends putting some postcards up at Twin Lights. She also recommends HGTV advertising and thinks we should look into costing that out or seeing if we can get them to come out to rehab a building at Sandy Hook.

Fouratt recommends we submit our info to HGTV; they often look at the list of submissions when considering properties to rehab. McLay asks if anyone on the Committee is interested in reaching out to HGTV. Rose asks if anyone is a good writer and can submit something to HGTV (similar to grant writing). Mercantante agrees to take a stab at it.

Brokers Open House: Karolyn Wray (committee) and Michal Wisniewski (GATE) are working on setting this up. Wray is not here today to speak more about it. We will provide information as we learn more.

McLay will submit the list of ideas and corresponding commitments agreed to by the Committee members for further action.

Five minute break.

Next topic: Proposed Revisions to Lease Template.

McLay: We are constantly evolving and have learned that our lease template can stand some revision. We would like to make leases clearer. We have realized is that a lot of the information in the RFP is only lightly touched upon in the Lease. We have asked the WASO office to work with us to revise the standard lease to include, for example, standards that are applicable to rehabilitation, and lessons learned. One thing we learned is that the lease did not sufficiently

clarify that the available/leased properties are historic. The lease template we utilize is a national template, and it simply touches on important topics without necessarily addressing process and procedure. In the case of historic structures, there needs to be concurrence with/by the State Historic Preservation Office (where committee member Dan Saunders served as Deputy State Historic Preservation Officer) and the manner by which that is done is spelled out in the revisions to the lease. Also, there are some limitations depending on the types of use undertaken in connection with the facilities. It is important for Lessees to understand code compliance and code assessment requirements before making improvements.

Another issue we need to tackle is liquor licensing. With help from Mercantante, we have scheduled a meeting with the Director of the State Alcoholic Beverage Commission (ABC). Also, the RFP contains quite a bit of information about the applicable law, regulation, and policy. Those are not specifically identified in the Lease, even though many of them are identified in the RFP. We have identified many of those in the lease, to acknowledge their applicability, and even though not every single one is included, or there may be new applicable laws, regulations, and policy that apply in the future. The big highlights are included.

We have also included information about the construction approval process. Our project handbook, which is in draft, contains pre-construction requirements, while other components are in the RFP. This provision (Section 12) makes it very clear that there is a process to obtain approvals and this is how you go about obtaining those approvals. Further in Section 12.5, we talk about the documents necessary to obtain approvals, and also, what is required in order to rehabilitate or relocate utilities. (Services of an archeologist are required in connection with utility work.) All of these changes are proposed and will be reviewed by the WASO Solicitor. NPS will help as it can with the requirement for an archeologist.

Another issue we have been confronted with is the installation of satellite dishes. We have our own out there and we understand the need for telecom, but those have to go through approval the same way any other utility does and will probably require SHPO approval. We understand there are a lot of layers of approvals, and we acknowledge things may not necessarily have been done the way they should have been, but these are the laws, and we are required to follow them. It is hard to put a time frame on all of these projects but it is much like going to Middletown Township, where there are deliverables that are required in order to obtain approvals – we need similar types of approvals for our historic structures and landscapes.

Mercantante asks if we can come up with a preapproved plan for something like satellite dishes. McLay: That may be something we can treat uniformly but it will require the Division of Resource Management to work with SHPO.

Tyler assumes that this is all a result of Brian Samuelson's lease but McLay explains that it is also a response to questions from potential Lessees – there seemed to be a disconnect between what is stated on the RFP and what we are hearing back from interested parties.

Tyler asks for a copy of the proposed edited lease but we are unable to share it until the solicitor (lawyer) approves it.

Tyler's comments: This is just more bureaucracy – there is no desire to make it simple for you. I am not seeing that here. Getting basically a Construction Manager on board, that's great, but I am not sure what you are doing to alleviate the red tape. It is a challenge to understand all the particulars of the RFP and Lease. How do we try to improve on that? I am happy to sit down with you and help find a better way to do this and provide something simpler. Maybe we can provide a one page summary that is less scary.

Nersesian thinks it is a great idea to have help making this less intimidating and find a way that makes this workable in real life for the public.

Tyler: This is an overall approach but we can pitch it as something new and different than the typical bureaucracy.

Stevenson: Success in this project will be having a developer who has completed and approved plans and specs from the beginning.

Tyler thinks we should have a spec for windows that can be applied. Stevenson explains that windows are not all the same, and there is no one general spec that fits all. It is when things are not totally planned out that you have problems. Tyler: Yes, once you do a complete set of plans and specs on Officers Row, you can apply that to the others. For example, can't you provide that information for the History House to other people interested in the other Officers Row buildings?

Stevenson: Not all the uses are going to be the same.

Tyler: But all the big ticket items are the same, such as the porch, utilities, interior layout for the most part, the envelope, are all the same. Why can't we develop consistent criteria for all? The first thing you are going to do as a potential Lessee is undertake a business/financial analysis. We have to give proposed lessees a starting point that would make sense for their organization.

Facilitator: This moves us into our next topic of how the Committee can support Lessees.

Welch: States that we should go through the proposed edits to the Lease RFP. One option is for each member to make comments on the PDF and send it to Pam's office.

Nersesian explains that procedures need to be followed and that if they are not, our only remedy is to terminate the lease. We don't want an all or nothing proposition. We want to protect our resources and find a way to adaptively reuse them within the required process. What is our recourse if the process is not followed?

McLay: It seems extreme to us to have to terminate a lease because a Lessee has not complied with the process. Is that the action you would want us to take?

Tyler: Why would you submit plans and then do something else?

Stevenson: That is what actually happens.

Welch: It sounds like things didn't go well on the initial run or I wouldn't be reading about things like stop work orders, removal of non-complaint materials – all of which cost the Lessee money. If you are a small investor, you don't typically generate the types of documents a government agency like the NPS or a large corporation can provide.

Tyler: This type of relationship is like a marriage. You need to identify what happens up front, before you enter into the relationship.

Welch: We need to spell out specifics in the Lease template.

Dan Saunders: The Building Code Official typically has the power to make such determinations. Here you are writing these into the lease because you don't have that structure.

Welch: States he is disturbed when he reads in the new language the terms “fines,” “stop work” and “removal of non-compliant materials.” A “stop work” or “removal” is a de facto fine: it will cost the lessee money. This is generally not a money making proposition, but more of an altruistic action. If we make it too painful, we will have no lessees at the end of the day..

Jim Krauss: To use Tyler's marriage analysis, if the marriage is difficult, you don't go straight to divorce court. The efforts here are an attempt at marriage counseling.

Collum: Do you have a compliance person on board who can address these issues? Nersesian: Yes and as the program develops, we expect to have a larger presence on the ground. McLay: We also work with Middletown Township Building Code Officials.

Welch: The list of items such as installation of utilities, communications infrastructure (dishes), solar, babbling, conduits, sewer, and moving/modifying the structure all need to be specifically enumerated in the lease. There also needs to be a provision that NPS will be responsive, as well as what happens if NPS is not responsive..

Further discussion between Tyler and Welch about what it means to be responsive, what sort of discussions need to take place ahead of time, what type of “stick” each party has to shake at the other.

Tyler thinks we should simplify the revisions.

NPS wants to make sure that what is simply stated in the RFP is carried over to the Lease.

Smith: What else can the Committee do to fill that in between space? NPS is stating that the more clarity we have in the Lease, the better the document is.

McLay: The other thing we need to talk about is the laws that apply to which we have to adhere. We cannot afford to allow what has happened in the past to continue going forward. We need to follow those laws so that we do not compromise our relationship with State Historic Preservation Officer or the Washington Services Office. We are trying to implement new ways to do better, to be clearer.

Mercantante points out that typically, these are obligations of a property owner, not of the tenant but that in this unique situation, the NPS is on the hook for whatever the tenant does. Tyler points out that this is not uncommon in a triple net lease.

Welch: The leases are the last great opportunity to save the historic post area. If the leases do not work, we will lose this landmark area within the next 6-8 years. We have a Federal agency (NPS) asking the American people to individually invest in these properties which have decayed because the agency failed to care for them for over 40 years. To establish an onerous process that the agency was unwilling to live up to in the first place is a problematic condition. .

11:30 Public Comment:

Tom Jones:

Met Welch last Friday on the AGFA lantern tour. Jones is Brian Samuelson's first tenant. He is from California and is here on a project through May. When he was a boy scout they used to go camping in the bunkers, which does not happen anymore. He is the real time focus group. He actually lived out at the Hook in the summer and needs an east coast location for his business. He was fascinated with Sandy Hook his whole life and welcomes questions from the Committee.

He points out that there was a fantastic turnout for the lantern tour on Friday night. He is sure that everyone is pulling for NPS to succeed but thinks that it is a difficult opportunity due to the money required to rehabilitate, which he does not think banks will lend against.

Also, because he is in Film and TV, he points out that the HGTV idea is a good one but that it requires someone to pitch it on our behalf.

Welch asks if this is an undertaking of altruism.

Jones replies you need someone with the money up front. Jones has a house on the market in Rumson now and there are 135 houses on the market in Rumson right now. The only ones that are moving are those where you plug your toaster in and move in. Though Fort Hancock is a great place to live, you will have to find people who want to live here for reasons other than simply residential. You will have to find unique folks in unique situations. Reaching out to a special audience is required. It won't be easy. Officers Row will be a tough sell. The ones that you can rehab to allow for summer rentals will be easier, such as the Barracks. Bring your checkbook and a lot of time and patience. Jones just wanted to say hello and introduce himself.

He is interested in moving forward and has toured a number of the buildings with Michal Wisniewski from GATE BMD.

Jones' mother was concerned that it was too isolated and frightening, but people have come by and introduced themselves and he has really enjoyed the experience. Also, Brian Samuelson (leaseholder for Building 21) has been fantastic and the NPS is so welcoming. There is really something there if your timeframe is 5-8 years. You will have trouble finding the audience you need to rehab those buildings in this time frame.

Brian Samuelson:

It has been painful to get to this bar. I think the lessons learned are great. Having a single point of contact is also great. We are massaging this and it is working out. If I'm not successful, no one is, and the park is working well with me. I am concerned about fines, stop work orders, things like that. I am a house flipper, a hard working blue collar individual. Of the 200 people that were out there, I am the only one who put my money where my mouth is and taken one of these buildings. I have been asked by over 200 people about saving these houses. I am trying to lead by example, doing the best I can. I hope all the Committee members have been through some of these houses and note the difference in condition over the years. We need to tarp them and soon. Imagine your house sitting there with a hole in the roof for a number of years. The number one issue you have right now is saving them from another winter and leaky roofs and collapsing stairs. It is a testament to how well built those buildings are. I am talking to people out there and I am your biggest cheerleader. I hope you are talking to other people who are out here looking at the buildings. The money issue is a problem. The taxes Middletown Township wants to impose are difficult. The single most important thing we need to do—maybe the Sandy Hook Foundation will pay to do this—is to tarp the buildings and stabilize them a little, keep the worst ones from getting even worse.

Rose, in response, talking to the group at large: You stole my thunder – talking about doing trade shows. If you have two million visitors a year, put a banner out there. I have a link to FortHancock21.org on my website. I have 600 people on my mailing list right now. You should be interviewing people who walk through the buildings right now and find out why they are not doing this. The single biggest thing is the taxes; otherwise, it is the regulations. You had two very high net individuals talk through the building, and you should ask them why they did not take a building.

Nersesian: We are on the same page. We want to tarp or seal a number of buildings out there— at least the ones in the worst shape as soon as possible.

Samuelson asks what he can do to help. Maybe he can donate; maybe he can get the help of the Sandy Hook Foundation.

Mercantante: I am offended by the suggestion that Middletown Township has cooked this up to obtain taxes. If you have a problem with the law, go get it changed. Until then, we are going to comply with the law. Suggesting that Middletown Township has cooked this up is offensive and wrong.

Welch: There has been significant discussion that the majority, if not all of the services for which Middletown Township is charging, are being provided by the Federal Government. Regardless of the legal standing, there is an appearance of “double charging” where the lessee is concerned.

Smith steps in and asks us to hold further discussion on this topic, which is on the agenda for later.

Lunch.

Committee Opportunities – continued

Committee Opportunity to support the RFP

Stevenson has put together a checklist for proposed Lessees to consult when considering submission of proposals. McLay thanks Stevenson; BMD appreciates the support. McLay asks the Committee if we need to add anything. Mercantante asks if we need to request information from applicants about other projects demonstrating experience. McLay explains it is in the checklist and is one of the criteria taken straight from the regulations.

Welch wants us to include a paragraph at the top of the checklist directing applicants to read the RFP closely to ensure proper response. “Read the RFP carefully for evaluation criteria”

Smith asks what other kinds of information would be helpful to applicants. Tyler has, in the past, provided a cost worksheet. If we don’t have answers, that is fine. We already have a Tenant, so we can estimate something. But we should have a worksheet showing who is responsible for what in a very simple way. Tyler thinks the form should describe what the government provides, even if it is just a “back of the napkin” calculation that will get people interested in moving to the next step.

Tyler thinks we should take the general explanation of how costs are amortized and address what we provide to the Tenants. He thinks we should include it as part of the RFP and make it part of the Lease as well.

He thinks we should put something together that helps an Applicant get to the costs so any party proposing something can have a better handle on what the associated costs will be...

Tyler: For example, what are the CAM charges? Is there a range?

McLay: Is this something you can work on that you can provide? Tyler is asked to provide that worksheet once more and fill it in. We need it in electronic format and we ask Tyler to fill it in

the way he thinks is most beneficial to demonstrate its use. Tyler will revisit this document and provide a sample.

Tyler has proposed to sit with BMD and work on something together. McLay asks him to come with an agenda and a concrete form.

Tyler: If you cannot tell people what to expect in terms of ongoing costs, you have a hurdle you can't overcome right off the bat.

McLay: We do not know what those costs are. We can't answer the question about taxes and we cannot nail down the CAM charges at this time.

Stevenson: You can provide Mercantante's numbers as an example.

McLay asks Tyler to send it through Welch and recommends the Committee work on it together before submitting it to NPS. Thereafter BMD will sit down with Marilou Ehrler and Jim Grant or Pete McCarthy (all of GATE) to see what kind of information we can pull together once the Committee comes up with the working end product.

Other ways in which Committee can support the RFP efforts is to have a list of members who are willing to be stand by sources of information if Glaser and Welch, whose contact info is now included in the RFP, are unavailable or unable.

There is a discussion among members about what kind of information they can provide to the public.

McLay: Also, the question of a template for the RFP comes up for discussion. Should we reconsider something like the RFEI, which has a one page snapshot of submission requirements and a corresponding response template? Is this something the Committee wants to work on? Should we be developing this? We discussed this in the past and agreed that instead Welch and Gerry would assist proposed Applicants with questions.

Welch asks if they should help people instead fill out the proposal template.

Stevenson: Do you really think that after submitting the checklist, reviewing and responding to the evaluation criteria, we also need another document for proposed applicants to fill out?

Welch: Maybe we take a redacted proposal and create a template from it. I'd like to use it as a form to entice responses to the RFP in an acceptable format.

Smith: So we want to make a better business case for submissions of responses to the RFP. This could occur in the form of additional documents such as a one pager/nutshell – in addition to the checklist.

McLay asks the Committee if they want to look at the RFEI and come up with a similar one page summary for the RFP.

Nersesian asks the Committee to look at the presentation Wisniewski gave a few meetings back that addresses CAM charges and other costs associated with the adaptive reuse of the buildings.

Stevenson recommends we avoid getting swept up in creating new documents. The RFP is complicated enough as it is. Let's work on cleaning up what we have.

McLay: Do we need a new tear sheet similar to the one pager that was created in connection with the RFEI? The group agrees we do. Tyler and Welch agree to work on it.

Welch asks the group to look at the revised RFP and address any issues/recommend edits to NPS. Tax Work Group and Discussion:

Smith: What precedents exist that we can rely on? What are other options we can consider to address this matter?

Nersesian: The discussion at our last meeting was about considering legislation.

Mercantante: As I recall, at the last meeting, Burry agreed to address this. I think that is the path we should take and that there is no need for further consideration of the issue. We have already considered a tax abatement or flat rate. Beyond advocating for tax assistance, I do not think there should be other discussion by the Tax working group.

Stevenson: The only other thing we discussed was consulting a tax attorney for a second opinion. I don't know how we would go about it. The NPS cannot pay for the services of a tax opinion.

Welch: I don't know how we can tax something as tightly controlled as government owned buildings. How does the unique nature of historic compliance and government control impact on the tax assessment process? What kind of ability does the municipality have to discount as a consideration of these limitations? The process of how you do it is informational but if becomes apparent that this is the deterrent to applicants, that is a problem.

Walsh: Who is responsible for property uses out here? Is it Middletown Township, Sea Bright, NPS? You have three entities providing services but the tax authority is Middletown Township. We don't pay taxes to Sea Bright or NPS, only to Middletown Township but we are using the services provided by Middletown Township, Sea Bright, and NPS.

Mercantante: Also, the property taxes you pay here are distributed throughout Ocean County. They are not limited to being spent at Sandy Hook. There is an issue of equity. If you go the legislature and ask them to institute a formula that allows for no payment of taxes at Sandy Hook, don't be surprised if the legislature does not support this due to pressure for other constituents.

Nersesian: While it is true that we do not charge taxes, we have discussed Common Area Maintenance (CAM) charges, which is a recovery for the services we do provide. And we charge a capitol fund fee for waste water treatment and potable water.

Walsh: We should have been more up front in addressing the tax issue. It is an informational issue, not a contentious issue. It is simply a matter of being able to provide the information in a timely fashion.

Mercantante: Ultimately, all tax assessors answer to the County Tax Assessor. Maybe we need to ask him to come speak at one of our meetings.

Rose: I understand that the redevelopment of the trailer park in Highlands is resulting in a tax abatement. Is that something we should ask the assessor about?

Mercantante: In NJ, tax abatements are allowed for areas designated in need of redevelopment. Middletown Township has no jurisdiction over Sandy Hook to designate it a redevelopment area. If we did, we could negotiate a PILT program. The PILT/PILOT is an incentive to the developer but the reduced payment goes directly to the municipality. Otherwise, the Muni would just get 20% of the tax payment, the rest would go to the county and the school district. That would be a good mechanism to use here but without legislation, we can't apply it here.

Tyler: You followed a procedure that would be followed in a court of law and that has led to sticker shock. Perhaps the PILOT might be a remedy. We need to come up with a process that allows for it.

Mercantante: It is possible but it would take help from NPS approaching the State Division of Taxation and arguing that there is no adequate provision in the law that addresses this. Much like the liquor licensing question, we have to sit down with the State and figure it out. Could there be some sort of agreement negotiated between NPS, the State, and the County in terms of tax abatement or redevelopment – that would address this issue sufficiently?

McLay: NPS does not have the authority to collect taxes on behalf of municipalities. Additionally, because this was a military site prior to becoming an NPS site, there never was any authority for the state to collect taxes from the Federal Government in this area.

Krauss: Perhaps we need to take a hard look at the discounts the Middletown Township tax assessor is taking on the evaluation of the properties. The biggest discount as far as I understand is that Middletown Township is not taxing the land. Additionally, we need to consider the restriction on the property. Further, considering the amount required to rehab, the tax payment that will apply is negligible. If you have money to rehab, you should have sufficient money to pay taxes at the rate identified by Middletown Township so far.

Tyler: But you don't own the house and the lease can be terminated.

Saunders: We should try to understand this unique circumstance and determine whether the percentage/amount Middletown Township is proposing to take in taxes is reasonable. I think having the county tax assessor in is a good idea but so is having someone from the state in to address this question.

Welch: It makes sense for the backup to first response to come from Sea Bright because of proximity. Response time is the driver of the service. That is different from the discussion about the taxes. A number of months ago, NPS, Welch, Burry, and some others met with the County Tax Assessor. How many other federal landmarks are there in Middletown Township? None. There is a difference in the compliance requirements between landmarks vs. monuments and memorials. (Short discussion between Stevenson and Welch about Landmark designation and compliance.) Understanding the discounting process between all the controls and all the processes is important.

Smith: What action can we take to understand the process better?

Welch: The County Tax Assessor should come back in and talk about how to apply all the controls and how to evaluate them (use, privacy, no ownership, etc.). We don't want people to be double taxed and that is what it looks like on the surface.

Mercantante: That argument can be made by anyone who lives in a townhouse or condo.

Nersesian: But they are not paying for law enforcement, EMS or fire services. And NPS provides the potable water and the waste water..

Mercantante: Keep in mind that in most jurisdictions, fire departments are staffed by volunteers.

Tyler: It's about equity, meaning what is fair. There is a specific service that needs to be provided and property tax is the mechanism by which this gets done. If the lease is retaining someone to handle the building department aspects, why does that fall under taxes?

Welch: By state law, taxes apply to long term leases and the county tax assessor indicated that the discounts will be applied based on the limitations.

Mercantante: Municipalities can't factor in discounts for a residents non-use of a services such as fire or law enforcement—just like we can't factor in a resident's failure to use the school system.

Welch: The discounts are about the federal control and limitations due to federal ownership and landmark status. We have not fully explored the impact of the federal control. What are the boundaries of discounting for the federal control and historic status?

Stevenson: There may only be one or two people in this room who have actual facts. We should find that person and have them address whether a limited federal control makes a difference in the assessment and to what degree? And, is there another alternative to the legislation we were discussion earlier?

Nersesian: I would like to add another component. How do we get past the issue with potential Lessees that we are “double dipping”?

Mercantante: It is one thing to provide fire service when your buildings are 90% empty. Your ability to provide adequate fire, safety, first aid, may be compromised when your occupancy is closer to 100% full. Most of the time, Sea Bright has to come in as a backup.

Nersesian: That is why we need the CAM charges, to staff up.

McLay: Who is going to invite the Monmouth County Tax Assessor? Who is going to ask Burry about possible legislation/talking to the State? Tyler will find out whether someone at a law firm he is connected to will ask the taxation questions on behalf of NPS. Welch will contact Burry about scheduling the County Tax Assessor.

Nersesian: Thanks Middletown Township for their patience through this discussion.

Scharfenberger: Joe Kyrillos, senior member of the New Jersey Senate, is a good person to ask about legislation or walk through the mechanics of getting things done. In the interest of full disclosure, Gerry notes that his son-in-law is senior staffer for Kyrillos.

Perhaps we will have Monmouth County Tax Assessor and Senator Kyrillos at the meeting. Tyler will also work on getting someone from Lowenstein Sandler to address tax issues on behalf of NPS.

Walsh expresses her displeasure with taking a three tiered approach and asks when this is all supposed to happen. The group hopes to have this larger discussion, addressing all options, during the December meeting.

Moorings Discussion: In the last meeting, Rose, Wray, and Cohen agree to follow up on tendering and water taxis. It was determined that a group would be formed to address development of a mooring field.

Mercantante recommends reaching out to DEP as a starting point to determine whether there any fatal issues standing in the way of creating a mooring field. Mercantante will find out who the appropriate contact person is at DEP to get the conversation going.

Stevenson points out that you need to talk to SHPO too, because it presents a view shed issue. Mercantante points out that DEP is under the purview of SHPO and so there should not be a problem matching up folks who need to be in on this discussion.

Welch points out that historic use required boats and wharves. If you had moorings, you would be bringing back a historic use.

Committee will reach out to people who can help move us along with this project.

Walsh thinks development of mooring fields is a huge undertaking that takes us away from our primary charge, which is Officers Row and the other buildings identified in the RFP. Moorings are a laborious process that has to do with the environment, protected species, F&W, DEP. Permitting and municipal approval is required. It is a beautiful concept and a great idea but we need to focus on the buildings. Tyler agrees.

McLay points out that this is one the most requested amenities. Nersesian notes that proposed applicants constantly ask about moorings to pair with leased properties.

Saunders: We are being asked to provide information. The NPS can take that information and do what they will.

Smith asks us to keep this on the table so that Glaser can weigh in as it is a topic dear to him.

Do we have a clear pathway on moorings? Yes.

Five minute break

Next topic: Update on leasing opportunities

Current Status of submissions: Proposals received for Buildings 4, 12 and 27. A Letter of Intent (LOI) has been signed for Building 27 with the Affordable Housing Alliance (AHA). McLay asks Mercantante if AHA contacted Middletown Township yet. Mercantante reports that AHA wants to create something that has a common living element such as a common kitchen. Mercantante has a good history with Donna Blaze of AHA. He praises AHA as a quality organization, capable of finding creative ways to find funding, and building good projects.

McLay explains that we are now in the infancy of the due diligence process with AHA.

Mercantante talked to Tom Jones, the public comment speaker, during the break about HGTV and using them as a source of funding in connection with projects being developed at Sandy Hook.

Parish expresses some concerns about concierge housing. What does that mean? Who will this be marketed to? Parish would like more information about what AHA is planning so as not to scare off any other potential Lessees or any NIMBY (not in my backyard) naysayers. Maybe this should be the last Lessee, once all the other facilities are filled.

Scharfenberger: Where is AHA going to get residents? Is it from a financial needs list? Do the proposed residents have special needs? Where are the services that will be required to support those special needs? Is that the right type of use to consider for the area?

Mercantante: This is similar to the discussion we had at the last meeting. Are there uses we want to consider entertaining vs others we don't? The State is really pushing to consider special needs

housing. Is it a use you want to create or not? Do you have to disclose this potential use to potential Lessees?

McLay: We already have. It is public information that we have signed a LOI. The worst thing for us is that it doesn't go further than an LOI; then we just have another empty building.

Rose: We need to be careful that we are not discriminating.

Mercantante: This is not fully independent living. In this case, you are possibly renting out rooms and it could be considered a boarding house or a group home. I imagine that this is the type of place people will have a lease for. NPS could decide that it has no issue based on residential housing units but may determine that boarding houses, with higher level of turnover, are not the kind of use preferred in the park.

Mercantante: You can't discriminate based on income but you can determine what kind of housing you determine is appropriate and allowed.

Tyler asks more specific questions about the types of housing/number of residents which NPS has no further information about. McLay explains that we are simply addressing due diligence under the LOI.

Mercantante explains AHA does true affordable housing which is where 80% of the median income of the region is moderate income housing and 50-80% of the median income is low income housing. The special needs considerations are different. Middletown Township could get credit for 8 units of affordable housing.

Nersesian: We need to be really careful not to cross any lines regarding discrimination. The concerns the committee has expressed regarding parking, transportation, density, with respect to any AHA use are all issues we would have to face if we used Building 27 as a B&B.

McLay: Additionally, right now we have one Lessee, who has taken the best unit. Can we really afford to turn down a project of this scope?

Mercantante: Thinks that if AHA has signed an LOI, they are probably in a position to make it work. If we are asking people to spend \$1-\$2MM on rehab of an Officer Row house, those people probably have little interest in being located adjacent to an AHA building, right or wrong.

McLay: Do we want to revisit the discussion about sideboards on uses? We can't ask people to continue putting in proposals, spend time and money on proposals, only for us to say no.

Tyler: Is it possible for the Fed Government to put in use restrictions?

Nersesian: Yes. That is what we have done with the use map.

Howard: Is the Federal Government required to make affordable housing available?

Nersesian: It is an issue for Middletown Township to address in this jurisdiction. In any case, NPS employees can be considered eligible for qualification.

Welch: Outreach to the parents group at the Marine Academy for Science and Technology is important to let them know what is happening.

Rose: We don't know what is happening yet.

McLay: Further, if you qualify at \$82K or \$88K in annual salary for affordable housing, that is a reflection of the fact that you are located in an affluent county more than anything else.

Saunders: We have opened the door and must move forward. We can't move back.

Smith: Do people think there needs to be additional thought or any changes about what we would consider a compatible use? Do we need to revisit this discussion?

Tyler: Thinks we should have provision in the lease identifying NPS as the final arbiter of what is considered an acceptable use. McLay: The lease already dictates the use. We don't ever have to sign a lease. Tyler: What if someone comes back and threatens to sue as a result of discrimination? McLay: Our RFP is very clear that we can reject all and any proposals or discontinue the solicitation.

Walsh: So what can we do to avoid transient residents/residences?

Nersesian: A B&B is a transient residence, even more so that the type of use we are discussing now. Summer rentals can be considered transient residences too. Some of the short term leases we have in effect can be considered transient too.

Tyler asks if McLay can recommend some limitations on use. McLay declines and defers to the Committee.

Mercantante will share the Middletown Township list of recommended and prohibited uses. Mercantante states the question as whether use as affordable or special needs housing discourages use of other facilities by additional interested parties.

Nersesian: We had proposals for hospice in response to the RFEI. We may have or have had proposals for rehabilitation facilities, veterans housing, a children's AIDS facility. Are you saying we would not consider those uses?

Mercantante: It gets difficult to determine allowed uses based on income. A boarding house vs. an apartment is one you can limit based on the use, one being a fully contained unit.

McLay: Common element housing provides a wonderful alternative.

Welch outlines the McKinney Act which requires government agencies to make excess facilities available for homeless housing through HUD prior to disposal. What is acceptable to you when you have a high school out here and you are very isolated during the winter months?

Mercantante: One of the issues coming up everywhere now is veterans housing: affordable veterans housing, disabled veterans housing. If you said no to this, would you have to say no to veterans housing?

Fouratt: Why don't we wait and see what develops? Nersesian: Because we are expecting additional proposals and we should know if there are uses we will prohibit based on their merits.

Cohen: It sounds like AHA has been encouraged to come to NPS. McLay: Yes, they have been encouraged and so have others.

Stevenson thinks the architecture will be a barrier to many uses. Making the buildings ADA compliant will be very hard.

Walsh: We may have to tweak our use map.

Smith: McLay was suggesting that the use map is really broad. If you want to make changes, we need to discuss them.

Nersesian asks Welch: Are there uses that are not compatible considering there is a high school on site? Welch: Uses that trigger law enforcement and medical response are the ones that cause military garrison leadership the most concern. Welch expresses concern about having something such as a behavioral rehab facility at Sandy Hook. Nersesian explains we have received inquiries from those types of facilities.

McLay opens the use map on the screen for the Committee. Building 27 is in the any compatible use category. The Committee asks to see photos of Building 27. McLay reminds the group that this is one of the buildings for which Brookdale Community College created a presentation as a B&B.

A discussion ensues about uses and drug or alcohol rehab facilities in proximity to a school.

Tyler: We need to require applicants to spell out what specifically they want to do and let us make a determination once we know.

McLay: You heard from a gentleman earlier who talks about the kinds of hurdles you have to surmount in order to rehab a building here. Now you are asking us to tell an applicant to wait three or four months before we will let them proceed?

Mercantante: You have to have objective criteria to make a decision. You can't make a decision based on the occupants of the building, but rather on the way they live: a unit vs a common living arrangement. You will get sued if you are not clear about the limitations.

Rose: What is wrong with affordable housing?

Mercantante: Is it long term or short term use that we are allowing?

Walsh: If you consider the entire community, all buildings, it is large enough to contain an affordable housing community.

Rose just wants to avoid any use that might result in danger to other facility occupants.

Mercantante: Maybe what we need to do is limit the number of buildings we agree can be used for affordable housing or other specific types of use. You want this to be a comprehensive community.

McLay: So you want to balance the uses within the broader community?

Mercantante: You don't want to create a situation where one type of use dominates the entire community.

Rose: Are we allowed to ask to see their policies about whether they allow consumption of alcohol in individual rooms, allow loud music, etc.? NPS: No. We wouldn't ask that of any other Lessee. We are addressing the facility use in the lease and also by way of a maintenance plan.

Parish: We need to know what the terms mean. What is a concierge service exactly? What does private suite mean?

Smith: We are talking about building a cohesive community and addressing multiple types of use.

McLay: Are there certain areas where we do not want certain uses? AHA indicated that concierge-based living was explained to be the most sought after type of living arrangement by young professionals.

Rose: Building 27 is a prominent location. I wanted that building for a children's museum.

Nersesian: That building, due to its proximity to the chapel, would be a great B&B. But use as concierge-centered housing is very close to its historic use as a Bachelors Officers Quarters.

Smith: So this is a good place to begin creating a consensus about what is an acceptable use.

Tyler: Perhaps we should start by limiting the number of units we dedicate to any particular use. Mercantante will take a stab at drafting the limiting language.

Walsh thinks we should include a description of the type of community we want to build. McLay asks if we will include that description will be included in the opening to the RFP which talks about the vibrant community we want to build. Saunders thinks we should look out there to see if

there is a similar model we can look to before we limit types of use or limit the number on specific types of use.

Mercantante explains that townships now implement ordinances limiting certain uses to a certain percentage of facilities based upon reasonableness and overconcentration. For example, a lot of towns regulate the number of fast food restaurants and liquor licenses within a certain number of feet from each other so as to avoid oversaturation.

McLay: Right now we are working with an organization that has a great track record and is doing good work within the community.

Welch: I think you want to avoid certain activities next to a high school that could be problematic. Those types of uses include drug rehab or behavioral rehab.

Mercantante: I don't think you can prohibit it but maybe you can limit it to a certain distance from a school. So while you may not be able to limit the use, you may be able to place geographic limits on where on site those uses will take place.

Mercantante will provide language for the committee to consider.

Update on sharing info on proposals. McLay explains that we have consulted with WASO and the SOL. We are not allowed to release proposals to the Committee because any information provided to the Committee becomes public record as part of FACA.

In summary:

- Proposals for use of 12 buildings are under review
- 3 Buildings are under Letters of Intent (LOI)
- 1 is leased

Walsh asks how long it takes to get the approvals from the Region. Walsh asks if we have seen the proposals. We ask the Regional Office to let us know what buildings are under consideration so we can identify them on the list of available buildings. We do not make the decision about compatible use or whether the proposals are acceptable. Mercantante: All the more reason why we need to get a handle on the types of uses we consider compatible.

Tyler: We should not wait to limit the number or types of uses.

Mercantante: How binding is what we determine? If, by the December meeting, we determine that we are limiting uses, is that binding on the panel that makes the selection?

McLay: We should let people know what we are considering and what we have defined before we go any further so that any proposed Lessee who is at odds with what is proposed can walk away.

Welch: More than anything you want to avoid behavioral rehab or substance abuse rehab.

Mercantante: You can't limit the use. You can limit the amount or distance from other locations such as schools.

McLay: Is there a distance in Middletown Township?

Mercantante: Your distance is dictated by statute. Middletown Township does not have a distance statute. Standards have to be defensible and reasonable. If you limit an adult bookstore to 5000 feet from a school and that puts all the proposed bookstores in a neighboring town, that is not necessarily a defensible standard.

Welch: The problem is that Fort Hancock Historic Post is a small post – less than 1 million square feet of facilities.

Mercantante: Also, in NJ, the law requires B&B operators to live in the B&B. Do you want to submit to this limitation or do you want to take the position that as the Federal Government it does not apply?

Welch: You want to be very careful about what types of use you allow near a high school. This is a tricky environment for law enforcement.

McLay: Do we want to convene a work group to revisit this issue? No one wanted to talk about it at the last meeting.

Krauss, Saunders, Parish, Walsh, Glaser and Mercantante agree to be on the Committee to agree to address use in a separate meeting.

Adjourned 3:25 PM.

APPENDIX A: ATTENDEES

FACA Committee attendees: Lillian Burry, Linda Cohen, Patrick Collum, Mary Eileen Fouratt, James Krauss, Tony Mercantante, Dr. Howard Parish, Lynda Rose, Dan Saunders, Gerry Scharfenburger, Kate Stevenson, Jeff Tyler, Margot Walsh, Shawn Welch (Committee co-chair).

NPS Attendees: Jennifer T. Nersesian, GATE Superintendent; Pam McLay, GATE Chief Business Services (Chief, BSD); Karen Edelman, GATE BSD; Marilou Ehrler, GATE Historic Architect; Jim Grant, GATE Chief of Facilities; Pete McCarthy, Sandy Hook Unit Coordinator.

Stacie Smith, Facilitator

Absent: Guy Hembling, Timothy Hill, Michael Holenstein, Stephanie Murray, John Ekdahl, Gerry Glaser (FACA co-chair), Daphne Yun (GATE Public Affairs).

APPENDIX B:

Notes below were taken during the meeting by Pam McLay and forwarded to committee members during the meeting.

Committee Opportunities:

Identify Key Tasks and Questions for Working Groups

Suggested revisions to RFP:

- Add Checklist to current RFP- Completed by Kate
- Worksheet – To assist with Financial Evaluation- Jeff provide sample document
- Tear Sheet - Jeff & Shawn- similar to RFEI tear sheet on website
- Review RFP - Shawn

Tax working group:

- We need better information about the real estate taxes. Monmouth County Tax Assessor- could come to next meeting and discuss the law. – Lillian & Shawn – Dec 2nd.
 - How is the leasehold estate being taxed?
 - How is the leasehold discounted by the Assessor- excluding land?
- Contact the State Division of Taxation- Can we treat this as a re-development authority?
 - Explore legal requirement- How to approach State legislation- Lillian may be interested in taking the lead.
 - Can we explore a tax abatement? State may be able to negotiated an abatement for areas of need of development.- Can this be considered? –Legislation might assist.
- How do we get a second opinion on the taxing authority?- Jeff will reach out to local attorney- Dec 2nd Presentation?
- Moorings working group
 - What needs to happen to consider a mooring – What are the tasks for that group it's in the Park's GMP.
 - Process:
 1. Contact DEP- What is required? Basic Permitting requirements? – Tony will contact DEP.
 2. Cost?
 3. Best Management Practices?
 4. Research NPS case studies?

Outreach

- Web Site - Google Ad Word – Search Optimizer (Sandy Hook Real Estate, Officer Row, Fort Hancock,).
- Lease Template - Daphne
- Gateway Website link -Daphne
- Links to news events- Daphne
- History of Fort Hancock- Pete
- Township links to website- Lynda Rose- Tony

- Board of Realtors- Karolyn
- Board of Tourism- State and Monmouth County- Gerry S. and Lynda Rose
- Places of interest in the Area- Tony, Pete
- State has grant \$ for promotion - Gerry S. - Agenda for Dec. 2.

- Opportunities over next 6 months:
 - Brookdale – Builders show- mostly consumers – January 27-29. - More of a product show
 - Builders Show – Atlantic City- April 4-6, 2017 – Jeff Tyler agrees to participate. Jeff and Tony to find more information.
 - Architects Assoc. of NJ- Margot will contact and see what options are available.

- Community events:
 - River Fest- Spring
 - Highland – October Fest – Lynda Rose- (October 22)- Can we share a table with someone?
- Captain Dan Schade- Can he provide material on tour boat?- Lynda Rose
- Signage – In Highlands, on ferries,
- Highland & Atlantic Highlands Commuter Ferry should be required to have distribution material- Pete- We would also like to be on the screen during the ferry ride.
- Sissy's coffee shop- Poster- distribution
- Carla - Highland Business - Lynda Rose will send contact info.
- Corenet – Real Estate – Local Chapter events- Looking for speakers- Jeff will contact them.
- NJIT- Looking for projects - Margot will reach out.
- RPA- Regional Plan Association Annual Conference- Tony will reach out to his contacts and will also circle back with Superintendent regarding existing GATE contacts.

- Advertising and Promotion:
 - Middletown video of history of Fort Hancock- Pete will get copy to Tony for Middletown TV.
 - <https://www.facebook.com/forthancock21stcentury.org/>
 - Train platforms - Ads.
 - Atlantic Highlands Chamber - Marina Kiosk, Linda and Margot
 - HG TV? Write a proposal – Tony
 - Trade Shows
 - Brokers Open House - Michal will work with Karolyn

- Other
 - Consider messages on the electronic signs on Route 36, that parking lots are full and that members of the public could instead take a 10 minute ferry ride from the Belford ferry terminal to Sandy Hook instead of waiting for spots to open at Sandy Hook or ending up at another beach.
 - Ferry service from Belford Port- Shuttle – NY Waterway - Weekend service.
 - Chris Grover -