

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Monday, August 28, 2017 7:30 AM

Visitor Center, 14 North Street, Claremont, NH

MINUTES

Approved 9/28/2017

Thomas Rock called the meeting to order at 7:40 AM and asked for a roll call.

Roll Call

Present: Keith Raymond, Michael Satzow, Thomas Rock, Martha Maki, Andre Lafreniere, Alan Spahr, Joseph Gorman, Candace Crawford

Absent: Robert Porter

City Staff: Nancy Merrill, Director, Planning & Development, Theresa Cargill, Administrative Assistance

I. Review Minutes of Previous Meeting(s)

- a. July 27, 2017 Full Board

Motion: To approve the minutes of July 27, 2017

Made by: Mr. Satzow **Second by:** Mr. Raymond

Vote: Unanimous in favor.

II. Finance Report

- a. July 2017

Motion: To accept the Finance Report as presented.

Made by: Ms. Crawford **Second by:** Mr. Spahr

Vote: Unanimous in favor.

III. Old Business

- a. 46-56 Opera House Square Project CDBG motions.

Motion: To approve the CDBG application for CDA property improvements at the Farwell Block (46-54 Opera House Square) for Sullivan County Oral Health Collaborative.

Made by: Mr. Crawford **Second by:** Mr. Raymond

Vote: Unanimous in favor.

Motion: To authorize up to \$40,000 for cash match and any necessary lending for the Opera House Square project.

Made by: Mr. Satzow **Second by:** Mr. Raymond

Vote: Unanimous in favor.

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Motion: To negotiate and enter into a new 20-year lease for the upper level of 46-54 Opera House Square with Sullivan County Oral Health Collaborative, with terms to be negotiated. Conditioned on approval of up to \$500,000 in funding from the NH Community Development Finance Authority (CDBG).

Made by: Ms. Maki **Second by:** Mr. Lafreniere

Vote: Unanimous in favor.

Motion: To accept and expend Northern Borders grant for renovations necessary to upgrade 46-56 Opera House Square for tenancy and to Authorize Chairman Thomas Rock to execute the Grant Agreement Documents.

Made by: Mr. Raymond **Second by:** Mr. Spahr

Vote: Unanimous in favor.

IV. New Business

- a. Lease renewal – Farwell Unit 3, Tax Workroom.

Motion: To approve the renewal of the lease for the Tax Workroom on September 18, 2017 at the current rental amount for another year.

Made by: Mr. Satzow **Second by:** Ms. Maki

Vote: Unanimous in favor.

- b. Sign and façade loan program, which will allow some possible upgrades of signs for some businesses on Pleasant Street.

V. Non-Public Session

There was no call to Non-Public Session for this meeting

VI. Other

There was no other business discussed at this meeting.

VII. Adjourn

Motion: To Adjourn the meeting

Made by: Mr. Spahr **Second by:** Mr. Satzow

The meeting adjourned at 8:35 am

Respectfully submitted,
Theresa Cargill