

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, January 26, 2017 7:30 AM
Visitor Center, 14 North Street, Claremont, NH

MINUTES

APPROVED 3/23/2017

Michael Satzow called the meeting to order at 7:30 AM and asked for a roll call.

I. Roll Call

Present: Robert Porter, Martha Maki, Joseph Gorman, Michael Satzow, Keith Raymond.

Absent: Candace Crawford, Alan Spahr, Andre Lafreniere, Thomas Rock

City Staff: Nancy Merrill, Director, Planning & Development, Theresa Cargill, Administrative Assistance, Kurt Beek Community Development Project Manager

Others: Paul Cioffi, CDA Bookkeeper

Guest Speakers: Dr. Mark Rubinstein, President, Granite State College

Amy Hood, Director of Adult Education, SAU 6 Claremont School District

Dr. Ali Rafieymehr, Interim President, River Valley Community College

II. Review Minutes of Previous Meeting(s)

Nancy Merrill opened by noting a few typing errors to the draft minutes of the previous meeting. Corrections were noted and changes made to Sections III Finance Report, B, IV, Old Business and VII Other Motion section.

Motion: To approve the minutes with the changes of December 22nd

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

Vote: Unanimous in favor.

III. Finance Report

Financial Report dated December 2016 has been provided by CDA Bookkeeper Paul Cioffi. This report included an invoice of \$1,650.00 for the cleaning of the second floor of the Farwell which has been submitted and paid.

Motion: To accept the Finance Report as presented

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

Vote: Unanimous in favor.

IV. Old Business

The second floor of the Farwell Block is ready for showing and there has been some interest in the space as a possible relocation for offices. Nancy's meeting with the Community Development Financial Authority for funding for a new ADA elevator, is still scheduled for later this week.

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Motion: To continue with efforts to obtain additional tenants to the Farwell Block properties and CDFA funding assistance.

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

Vote: Unanimous in favor.

V. New Business

- a. Guest speaker Dr. Mark Rubinstein from Granite State College, discussed Adult Education and on-line courses offered by Granite State College. Also discussed was the development of new courses that could better meet the needs of employers in the Sullivan County area. Dr Ali Rafiymehr updated the CDA on the Pathways to Success program that will allow up to 20 Stevens High School students to take technology classes at River Valley Community College.
- b. Board nominations for Robert Porter and Andre Lafreniere was brought before the board.

Motion: To authorize Robert Porter and Andre Lafreniere

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

Vote: Unanimous in favor.

- c. Motion to ratify the Butcher Block reverter affidavit. Candace Crawford signed the waiver.

Motion: To ratify execution of the reverter affidavit in Thomas Rocks absence.

Made by: Mr. Porter **Second by:** Mr. Gorman

Vote: Unanimous in favor.

VI. Non-Public Session

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

VII. Other

Guest Speaker Amy Hood, has been working with area employers regarding the needs of their employees to provide assistance with continuing adult education courses to offer adults additional skills to progress in the work place.

VIII. Adjourn

Motion: To Adjourn the meeting

Made by: Mr. Rock **Second by:** Mr. Porter

The meeting adjourned at 9:00 am

Respectfully submitted,
Theresa Cargill