

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## FULL BOARD MEETING

Thursday, November 19, 2015 7:30 AM  
Visitors Center, 14 North Street, Claremont, NH

## MINUTES

Approved 12/17/2015

Mr. Rock called the meeting to order at 7:38 AM.

### I. Roll Call

**Present:** Keith Raymond, Robert Porter, Candace Crawford, Alan Spahr, Thomas Rock, Martha Maki

**Absent:** Michael Satzow, Andre Lafreniere, Joseph Gorman

**City Staff:** Nancy Merrill, Director, Planning & Development; Kurt Beek, Project Manager;

### II. Review Minutes

#### a. October 22, 2015

**Motion:** To accept the minutes of the October 22<sup>nd</sup> meeting as written.

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

**Vote:** Unanimous in favor

#### b. November 5, 2015

**Motion:** To accept the minutes of the November 5<sup>th</sup> meeting as written.

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

**Vote:** Unanimous in favor

### III. Finance Report

#### a. October 2015

The reports were presented on a January-December format instead of the usual July-June format making the figures difficult to interpret.

The board agreed to table approval of the reports until the next meeting.

### IV. Old Business

#### a. Farwell Block demolition update

Mr. Beek said the demolition is proceeding well. They are dismantling the building from the inside out, salvaging as much material as possible. The asbestos has been abated. The boiler in the basement will be the last to go as it must be lifted out of the basement. There have been no complaints received thus far, though the Opera House was concerned about the effect on theatergoers of the truck parked next to the building. Mr. Beek said the contractors believe they will complete the project close to the December 16<sup>th</sup> contract deadline. Discussions with Eversource, CDA and City Council will continue during the winter to address the electrical portion of the project.

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## b. Edward Jones lease

Drafting of the new lease has been in progress for many months for a variety of reasons, but is nearing completion. Ms. Merrill said that the request for two months' free rent has been removed and the paint and carpet allowance has been reduced to \$4400. What remains to be resolved is Jones' requirement that the City guarantee there will be no marijuana dispensary allowed to rent in the same building. Ms. Merrill said that an Edward Jones' representative and the City Solicitor will talk sometime next week to reach a resolution and complete the lease.

**Motion:** To authorize Ms. Merrill to execute the lease if the final terms are as expected.

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

**Vote:** Ms. Maki abstained; the remaining members voted in favor of the motion. The motion carries.

## V. New Business

### a. YTD Review

Ms. Merrill expressed frustration regarding the negativity that pervaded the recent elections and in the lack of Council support for its own departments. The board discussed how best to counter the negativity. Some ideas included:

- Giving a special presentation to Council about the economic development activities of 2015 at the December and January meeting.
- Creating a "Q & A" sheet for Councilors to have on hand when they are asked about the tax rate, economic development, jobs, and unemployment in the City.
- Having Ms. Merrill give her monthly report earlier in the (Council) meeting.
- Having Mr. Rock provide information about the CDA during the public comment portion of the Council meetings.
- Having Mr. Raymond provide information during the Council announcements portion of the meetings.
- Providing data on the number of jobs that are available here and the salary ranges they provide.

Ms. Merrill said she is working on a new marketing plan that will focus on encouraging workers to move to Claremont for the affordable housing and good-paying jobs that are available here. She encouraged CDA members to speak up publically about their accomplishments.

## VI. Non-public Session

There was no non-public session.

## VII. Other

There was no other business to discuss.

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## VIII. Adjourn

**Motion:** To adjourn the meeting

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

**Vote:** Unanimous in favor.

Respectfully submitted,  
*deForest Bearse*