

Claremont Development Authority

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FULL BOARD MEETING

Thursday, December 17, 2015 7:30 AM
Visitors Center, 14 North Street, Claremont, NH

MINUTES

Approved 1/28/2016

Chairman Rock called the meeting to order at 7:37 AM.

I. Roll Call

Present: Keith Raymond, Robert Porter (arrived at 7:45), Joseph Gorman, Candace Crawford, Michael Satzow, Thomas Rock

Absent: Andre Lafreniere, Alan Spahr, Martha Maki

City Staff: Nancy Merrill, Director, Planning & Development; Kurt Beek, Project Manager; Zachary Williams, Business Development Coordinator

II. Review Minutes

a. November 19, 2015

Motion: To accept the minutes of November 19th as written.

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

Vote: Unanimous in favor.

III. Finance Report

a. November 2015

The board reviewed the reports and saw no issues.

Motion: To accept the November 2015 finance reports.

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

Vote: Unanimous in favor

IV. Old Business

a. Farwell Block demolition update

Project Manager, Kurt Beek, said that the demolition is complete. There were no real surprises. Thus ends Phase I. Phase II is the electrical relocation. Work on this phase will continue through the winter. At present, Eversource is researching existed and needed easements.

(Mr. Porter joined the meeting.)

b. Edward Jones lease update

Ms. Merrill said the lease has been signed. The lease contains a provision for automatic release if the CDA were to rent space in the Farwell to a marijuana dispensary.

Claremont Development Authority

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c. Butcher Block Purchase and Sale Amendment

Ms. Merrill stated that the P & S agreement calls for a December 18th closing date which she said needs to be changed. It also needs to be changed because Butcher Block wants to purchase a third lot in the Park.

V. Non-public Session

Motion: to enter non-public session under the provisions of RSA Section 91-A:3(II)(d)

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

Roll Call Vote:

Mr. Raymond – aye

Mr. Porter – aye

Mr. Gorman – aye

Mr. Rock – aye

Ms. Crawford – aye

Mr. Satzow - abstain

Re-enter public session.

Motion: to seal the non-public minutes until the reason for requiring the non-public meeting no longer exists.

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

Roll Call Vote:

Mr. Raymond – aye

Mr. Porter – aye

Mr. Gorman – aye

Mr. Rock – aye

Ms. Crawford – aye

Mr. Satzow – abstain

Motion: To amend the purchase and sale agreement with a closing date of February 11, 2016 and the addition of lot 187-2-2 for a total price of \$120,000 and to authorize Ms. Merrill to negotiate as needed.

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

Vote:

Mr. Raymond – aye

Mr. Porter – aye

Mr. Gorman – aye

Mr. Rock – aye

Ms. Crawford – aye

Mr. Satzow – abstain

VI. New Business

a. Vice Chair Authorization

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

Motion: To authorize Vice-chairman Mr. Satzow to execute and sign any and all documents in the absence of the chair.

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

Vote: unanimous in favor

Motion: To authorize Ms. Crawford to execute any documents, including the purchase and sale agreement and closing documents related to the Butcher Block purchase.

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

Vote:

Mr. Raymond – aye

Mr. Porter – aye

Mr. Gorman – aye

Mr. Rock – aye

Ms. Crawford – aye

Mr. Satzow – abstain

b. Loan

This matter have already been resolved. If it has not, Ms. Merrill will place it on the agenda for the next meeting.

Mr. Rock said he had written a lengthy email to each of the City Councilors regarding the positive facts about and activities in Claremont. Mr. Raymond said he would read it aloud at the next Council meeting. Ms. Crawford asked Mr. Rock to send copies of it to each of the board members, as well, so it can be used for reference in conversations around town.

Ms. Merrill said it is time for a tour of City projects with the new Councilors to show them the many economic development accomplishments.

VII. Other

VIII. Adjourn

Motion: To adjourn the meeting

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

Vote: Unanimous in favor

The meeting adjourned at 8:38 AM.

Respectfully submitted,
deForest Bearse