

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, December 20, 2018 7:30 a.m.
Visitor Center, 14 North Street

MINUTES

Approved, January 24, 2019

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

I. Roll Call

Present: Andre Lafreniere, Keith Raymond, Joseph Gorman, Thomas Rock, Candace Crawford, Martha Maki, Michael Satzow, Robert Porter Andre Lafreniere and Derek Ferland

City Staff: Nancy Merrill, Director, Planning & Development, Theresa Cargill, Administrative Assistant, Rebecca Vinduska, Business Development Specialist, Thomas Krebs, Community Development Project Manager, Ryan McNutt, City Manager

CDA Bookkeeper: Paul Cioffi

Guest Speakers: Aimee Jahn, Vice President of Academic Affairs and Jenn Cournoyer, Vice President of Student Services, River Valley Community College arrived 8:00 am

II. Minutes

- a. November 15, 2018

Motion: To approve the minutes of November 15, 2018 as presented.

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

Vote: Unanimous in favor.

III. Finance

- a. Finance Report

Motion: To approve the Finance Report of November 2018 as presented.

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

Vote: Unanimous in favor.

IV. Old Business

- a. 46-54 Opera House Square update

Nancy Merrill and Thomas Krebs informed the Board results of the bidding process for the renovation for the first phase of the Farwell Block. As the bids were over the budget amount, the plan has been revised and a new set of bids will be requested for the project.

- b. Education/Workforce – Aimee Jahn, Vice President of Academic Affairs and Jenn Cournoyer, Vice President of Student Services, River Valley Community College

Ms. Jahn and Ms. Cournoyer discussed some of the student supports services, financial options and career placement assistance offered by River Valley Community College.

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

V. New Business

a. License Agreement – David Casciani

Nancy Merrill confirmed David Casciani requested in writing a mutual termination of the lease regarding the property located off Tengren Avenue. He has not harvested sap for the past two seasons and has no plans to do any harvesting this spring.

Motion: To approve the mutual termination of the lease with David Casciani for maple sap harvesting Operation.

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

Vote: Unanimous in favor.

VI. Non-Public Session

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

VII. Other

VIII. Adjourn

Motion: To Adjourn the meeting.

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

Vote: Unanimous in favor.

The meeting adjourned at 8:40 am

**Respectfully submitted,
Theresa Cargill**