

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, February 22, 2018 7:30 AM
Visitor Center, 14 North Street, Claremont, NH

MINUTES

Approved 3/29/2018

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

I. Roll Call

Present: Keith Raymond, Robert Porter, Candace Crawford, Andre Lafreniere, Martha Maki, Joseph Gorman, Thomas Rock via conference call.

Absent: Michael Satzow

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

CDA Bookkeeper: Paul Cioffi

II. Review Minutes of Previous Meeting(s)

- a. January 25, 2018

Motion: To approve the minutes of January 25, 2018 as presented.

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

Vote: Unanimous in favor.

III. Finance Report

- a. January 2018

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

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

Vote: Unanimous in favor.

IV. Old Business

- a. 46-56 Opera House Square project update
 - i. CDBG Historic Review
Ms. Merrill informed the board state historic resources has found no adverse effect and Claremont Historic District Commission approved the plan of the project.
 - ii. CDBG Environmental Review & grants
Ms. Merrill informed the board that CRDC has approved a \$70,000 brownfields grant for remediation phase at 56 Opera House Square. It will be at City Council next week for their approval to accept and expend
 - iii. Eversource
Thomas Krebs informed the board that Eversource will be meeting with him on Friday February 23rd on site of 46-56 Opera House Square to upgrade the electrical service to the

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Farwell Block, 56 Opera House Square area. Eversource will need some easements for the installation of a new transformer from the City and CDA.

iv. Agreements

Ms. Merrill informed the board the Brownsville Grant which will be used for the environmental clean-up of 56 Opera House Square will be presented to the City Council for approval and signed by the City Manager.

b. Northern Borders grant

Ms. Merrill informed the board that the original Northern Borders application was for \$250,000 for the total project at both buildings. We were awarded \$150,000 and want to go forward with the first part of the project at the Farwell Block. They have recommended that we amend the scope to the first project only.

c. Farwell Block unit 2

Ms. Merrill apprised the board regarding the rental agreement for Sen. Sheehan's unit rental and proposed a 3% increase in rent for the first renewal and no increase for the next two years.

V. New Business

a. Derek Ferland application for a seat on the Board

Motion: To nominate Derek Ferland to the CDA board.

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

Vote: Unanimous in favor.

VI. Non-Public Session

Motion: To go into non-public session in accordance with RSA91-A:3 II (d)

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

Roll Call Vote:

Mr. Lafreniere – aye

Mr. Rock - aye

Ms. Crawford – aye

Mr. Raymond – aye

Mr. Porter – aye

Mr. Gorman – aye

Ms. Maki - aye

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. Raymond **Second:** Mr. Porter

Roll Call Vote:

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Mr. Lafreniere – aye

Mr. Rock – aye

Ms. Crawford – aye

Mr. Raymond – aye

Mr. Porter – aye

Mr. Gorman – aye

Ms. Maki - aye

Re-enter public session.

VII. Other

VIII. Adjourn

Motion: To Adjourn the meeting

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

Vote: Unanimous in favor.

The meeting adjourned at 8:30 am

Respectfully submitted,
Theresa Cargill