

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## FULL BOARD MEETING

Thursday, March 24, 2016 7:30 AM  
Visitors Center, 14 North Street, Claremont, NH

## MINUTES

Approved as written 4/28/2016

Mr. Satzow called the meeting to order at 7:30 AM.

### I. Roll Call

**Present:** Keith Raymond, Robert Porter, Andre Lafreniere (arrived a few minutes late), Joseph Gorman, Candace Crawford, Alan Spahr, Michael Satzow

**Absent:** Thomas Rock, Martha Maki

**City Staff:** Nancy Merrill, Director, Planning & Development; Kurt Beek, Project Manager (arrived at 8:05 AM)

Mr. Porter needed to leave the meeting early so the agenda was re-arranged to put those articles that needed votes of the board to the top of the list so that Mr. Porter could be present to vote.

### Old Business

#### Syd Clarke Park projects

Ms. Merrill asked the board to extend the closing date for the sale of the Syd Clarke Park lots to North Country Smoke House.

**Motion:** To extend the closing date in the contract to April 18<sup>th</sup>.

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

**Vote:** Mr. Satzow abstained; Mr. Lafreniere was not present; all others present voted in favor of the motion.

### New Business

#### Lease renewal Unit 1 Farwell Block (Connect Center)

Ms. Merrill asked the board to renew the lease for the Connect Center for another year.

**Motion:** To renew the Connect Center lease for one year at the same price.

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

**Vote:** Mr. Lafreniere was not present for this vote; all others present voted in favor of the motion

### 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. Porter

#### Roll Call Vote:

Keith Raymond (aye), Robert Porter (aye), Andre Lafreniere (aye), Joseph Gorman (aye), Candace Crawford (aye), Alan Spahr (aye), Michael Satzow (aye)

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**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. Lafreniere

**Roll Call Vote:** Keith Raymond (aye), Robert Porter (aye), Andre Lafreniere (aye), Joseph Gorman (aye), Candace Crawford (aye), Alan Spahr (aye), Michael Satzow (aye)

## II. Review Minutes

### a. March 2, 2016 (Full Board)

**Motion:** To approve the minutes of March 2, 2016.

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

**Vote:** Unanimous in favor

### b. February 17, 2016 (Finance Committee)

There were insufficient members of the Finance Committee present to approve these minutes.

## III. Finance Report

### a. February 2016

Ms. Merrill had spoken with Wayne Jones at CSB – he had agreed to go ahead with the line of credit.

Mr. Gorman said that the demolition costs should be capitalized.

**Motion:** To accept the February 2016 finance reports.

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

**Vote:** Unanimous in favor

## IV. Old Business

### a. Status of Farwell Block building improvements and loan

Ms. Merrill said that the title work is still not done.

Mr. Beek said that the work on the back of the building is done and that he is working on a timeline for the Eversource projects.

Wayne Jones at the CSB agrees to the proposed line of credit. He said to let him know when the CDA is ready to proceed.

### b. Syd Clarke Park projects

This article was discussed earlier in the meeting.

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## V. New Business

### a. Farwell Block Unit 3

Simpson and Mulligan have given their 30-day notice and have vacated the building. Edward Jones is discussing their first-refusal options. Ms. Merrill will give the 30 days and then advertise the vacancy if she has not received anything from Edward Jones. She expects to hear from before then and will start the negotiations as soon as she does.

### b. Lease renewal Unit 1 Farwell Block (Connect Center)

This article was addressed earlier in the meeting.

### c. Future projects

Ms. Merrill continues to look for available commercial opportunities that the board could purchase and renovate. She is also still looking at 56 Opera House Square (former bank building/Pleasant Restaurant). The board discusses Gene Lattuga's project for Main Street. The project failed due to lack of financing. Ms. Merrill suggested that the Key Properties Committee schedule a meeting to look at both projects.

Mr. Satzow stated that there is a substantial need for workforce housing in Claremont. This led to a spirited discussion of the negative perceptions of the Claremont schools and their effect on the desirability of Claremont real estate. The current state of Pleasant Street and various other topics were discussed. No further action was taken.

## VI. Non-public Session

The board went into non-public session earlier in the meeting.

## VII. Other

## VIII. Adjourn

**Motion:** To adjourn the meeting

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

**Vote:** Unanimous in favor

The meeting adjourned at 8:45 AM.

Respectfully submitted,  
*deForest Bearse*