

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, March 29, 2018 7:30 AM
Visitor Center, 14 North Street, Claremont, NH

MINUTES

Approved 4/26/2018

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, Joseph Gorman, Derek Ferland, Thomas Rock via conference call.

Absent: Michael Satzow, Martha Maki

City Staff: Nancy Merrill, Director, Planning & Development, Theresa Cargill, Administrative Assistant, Michael McCrory, City Planner, Tom Krebs, Project Manager

CDA Bookkeeper: Paul Cioffi

II. Review Minutes of Previous Meeting(s)

- a. February 21, 2018 (Finance)

Motion: To approve the minutes of February 21, 2018 Finance Committee Meeting as presented.

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

Vote: Unanimous in favor.

- b. February 22, 2018 (Full Board)

Motion: To approve the minutes of February 22, 2018 as presented.

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

Vote: Unanimous in favor.

- c. March 9, 2018 (Finance)

Motion: To approve the minutes of March 9, 2018 Finance Committee Meeting as presented.

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

Vote: Unanimous in favor.

III. Finance Report

- a. February 2018

The board members gave an overview of the finance report to new board member Derek Ferland.

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

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

Vote: Unanimous in favor.

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IV. Old Business

- a. 46-56 Opera House Square project update
 - i. CDBG Historic Review

The required historic review for the CDBG has been completed, and it was determined that there was no impact.

- ii. CDBG Environmental Review & grants

Nancy Merrill updated the board of the status for the CDBG and Northern Borders grants. City Council has amended the CDBG to remove the subrecipient, and it is scheduled for amendment by the NHCDFR Board.

- iii. Eversource

Thomas Krebs updated the board on the Eversource recommendation for the upgrade needed for the installation of a transformer and power supply feeds for the Farwell Block, City Hall and Police Department.

- iv. Agreements

Nancy Merrill is working on a Letter of Intent for the Dental Center.

- b. Housing

Michael McCrory presented the board with the Housing Chapter in the 2017 Master Plan.

Derek Ferland left the meeting at 8:45 am

V. New Business

There was no new business discussed at this meeting.

VI. Non-Public Session

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

VII. Other

Nancy Merrill informed the board that Andre Lafreniere will be speaking at the New Hampshire Economic Development Conference on Friday, March 30th in Derry, NH.

VIII. Adjourn

Motion: To Adjourn the meeting

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

Vote: Unanimous in favor.

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The meeting adjourned at 9:00 am

Respectfully submitted,
Theresa Cargill