

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, April 26, 2018 7:30 AM

Visitor Center, 14 North Street, Claremont, NH

MINUTES

Approved 5/24/2018

Thomas Rock called the meeting to order at 7:35 AM and asked for a roll call.

I. Roll Call

Present: Robert Porter, Andre Lafreniere, Joseph Gorman, Derek Ferland, Martha Maki, Thomas Rock

Absent: Keith Raymond, Michael Satzow, Candace Crawford

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

- a. March 29, 2018 (Full Board)

Motion: To approve the minutes of March 29, 2018 as presented.

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

Vote: Unanimous in favor.

- a. April 18, 2018 (Finance)

Motion: To approve the minutes of April 18, 2018 Finance Committee Meeting as presented.

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

Vote: Unanimous in favor.

III. Finance Report

- a. March 2018

Paul Cioffi gave an overview of the finance report to the board members.

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

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

Vote: Unanimous in favor.

IV. Old Business

- a. 46-56 Opera House Square project update

Nancy Merrill presented the board with the terms outlined in the Letter of Intent for the rental of the second floor of the Farwell Block to the Dental Center.

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CDBG Update

The board discussed some of the CDBG grant requirements, including the areas of the Farwell Block Lease with the Dental Center regarding which items would be the responsibility of the CDA to maintain and repair and those that would be that Dental Centers responsibility.

Eversource

Thomas Krebs updated the board on the status of Eversource recommendation for the transformer upgrade and relocation.

Motion: To move forward with the Letter of Intent as presented.

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

Vote: Unanimous in favor.

V. New Business

- a. Marketing update

Rebecca Vinduska updated the board on the Made in Claremont Marketing Videos.

VI. Non-Public Session

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

VII. Other

VIII. Adjourn

Motion: To Adjourn the meeting

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

Vote: Unanimous in favor.

The meeting adjourned at 8:20 am

Respectfully submitted,
Theresa Cargill