

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## FULL BOARD MEETING

Thursday, April 27, 2017 7:30 AM

Visitor Center, 14 North Street, Claremont, NH

## MINUTES

Approved 5/25/2017

Tom Rock called the meeting to order at 7:30 AM and asked for a roll call.

### I. Roll Call

**Present:** Martha Maki, Joseph Gorman, Michael Satzow, Keith Raymond, Andre Lafreniere, Alan Spahr, Robert Porter, Candace Crawford, Thomas Rock

**City Staff:** Nancy Merrill, Director, Planning & Development, Theresa Cargill, Administrative Assistance, Kurt Beek Community Development Project Manager

**Others:** Paul Cioffi, CDA Bookkeeper

### II. Review Minutes of Previous Meeting(s)

a. March 23, 2017

**Motion:** To approve the minutes of March 23, 2017

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

**Vote:** Unanimous in favor.

### III. Finance Report

Paul Cioffi presented the Financial Report and requested to move funds for the Feasibility Study. Also discussed was the vacancy in the Farwell Block left when Calvary Baptist church moved to a new location last month.

**Motion:** To move funds \$13,500 from the NHPDIP account to the checking account.

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

**Vote:** Unanimous in favor.

**Motion:** To accept the Financial Report as presented.

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

**Vote:** Unanimous in favor.

### IV. Old Business

Kurt Beek is working with Scott Sweet, Director of Claremont DPW to address and correct the drainage issue at the Farwell Block before consulting with an outside contractor. Also discussed was having the CDA acknowledge the work the Public Works employees do in the community. Thomas Rock will draft a letter to the editor commending the department. Tom Weller and Company have been to both the Farwell Block the Old Pleasant Restaurant and will get back to CDA next week with their recommendations.

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## V. New Business

License for Agricultural Use, the 5 year lease with Gary LeClair, has expired. A request was presented to renew this lease for another 5 years.

**Motion:** To renew Lease for another 5 years.

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

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

### Roll Call Vote:

Mr. Lafreniere – aye

Mr. Rock - aye

Ms. Crawford – aye

Mr. Satzow – aye

Mr. Raymond – aye

Mr. Maki – aye

Mr. Spahr – aye

Mr. Porter – aye

Mr. Gorman - 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. Lafreniere **Second:** Mr. Porter

### Roll Call Vote:

Mr. Lafreniere – aye

Mr. Rock - aye

Ms. Crawford – aye

Mr. Satzow – aye

Mr. Raymond – aye

Mr. Maki – aye

Mr. Spahr – aye

Mr. Porter – aye

Mr. Gorman - aye

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## 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 8:30 am

Respectfully submitted,  
Theresa Cargill