

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, May 24, 2018 7:30 AM
Visitor Center, 14 North Street, Claremont, NH

MINUTES

Approved 6/28/2018

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, Martha Maki, Thomas Rock, Keith Raymond, Candace Crawford, Derek Ferland, arrived at 7:40.

Absent: Michael Satzow

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

CDA Bookkeeper: Paul Cioffi

II. Review Minutes of Previous Meeting(s)

- a. April 26, 2018

Motion: To approve the minutes of April 26, 2018 as presented.

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

Vote: Unanimous in favor.

III. Finance Report

- a. April 2018

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

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

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

Vote: Unanimous in favor.

IV. Old Business

- a. 46-56 Opera House Square project update

Nancy Merrill presented the board with the application of the Northern Borders Grant for the upgrades to the Farwell Block.

V. Non-Public Session

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

Made by: Ms. Crawford **Second by:** 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
Mr. Ferland - aye

Motion: To seal the non-public minutes until the reason for requiring the non-public meeting no longer exists.

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

Roll Call Vote:

Mr. Lafreniere – aye
Mr. Rock – aye
Ms. Crawford – aye
Mr. Raymond – aye
Mr. Porter – aye
Mr. Gorman – aye
Ms. Maki – aye
Mr. Ferland – aye

Re-enter public session.

VI. New Business

Municipal Technical Assistance Grant – Housing

Mr. McCrory presented the board with an update on the grant application for a grant amount of \$20,000.00 to assist in the hiring of a consultant to perform a study and update to the City's housing ordinances. He also told the board that NH Charitable Fund would guarantee a \$5,000 cash match loan to cover fees and to draft a RFQ.

Motion: To provide a Letter of Support with the grant application.

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

Vote: Unanimous in favor.

2018 Budget

The 2018 Budget will be discussed at the June meeting

Syd Clarke Park entry signage

The board discussed sign ideas for the entrance.

VII. Other

The board has received a request from the Heart of Claremont, for the annual flower box donation. The cost of one box is \$175.00 and \$290.00 for two boxes.

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Motion: To donate \$290.00 for two boxes to be placed in Opera House Sq.

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

Vote: Unanimous in favor.

VIII. Adjourn

Motion: To Adjourn the meeting

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

Vote: Unanimous in favor.

The meeting adjourned at 8:35 am

Respectfully submitted,
Theresa Cargill