

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, May 26, 2016 7:30 AM

Visitors Center, 14 North Street, Claremont, NH

MINUTES

Approved 6/23/2016

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

I. Roll Call

Present: Keith Raymond, Andre Lafreniere, Candace Crawford, Michael Satzow, Thomas Rock, Joseph Gorman, Alan Spahr

Absent: Robert Porter, Martha Maki

City Staff: Nancy Merrill, Director Planning & Development Dept.; Zachary Williams, Business Development Coordinator; Kurt Beek, Project Manager

II. Review Minutes

a. April 22, 2016 (Key Properties)

There were insufficient Key Property Committee members present to vote on the minutes of the April 22nd meeting.

b. April 28, 2016 (Full Board)

Motion: To accept the minutes of April 28, 2016.

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

Vote: Unanimous in favor

c. May 6, 2016 (Full Board)

Motion: To accept the minutes of May 6, 2016

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

Vote: Unanimous in favor

III. Finance Report

a. April 2016

There was little discussion of the report. Ms. Merrill asked that the Finance Committee meet soon to discuss the budget.

Motion: To accept the Financial Report for April 2016.

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

Vote: Unanimous in favor

IV. Old Business

a. Status of Farwell Block building improvements and loan

Mr. Beek is continuing to work with Eversource on the electrical work. He will be attending the June 8th meeting of the City Council to request an easement (to Eversource) for the one parking space at the Police Station (for placement of the

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

transformer box) and to run the conduit under the sidewalk on Tremont Street (then entering 3 Tremont). Once the easement is granted, Eversource can move forward with the project.

Motion: To authorize granting easements to Eversource as may be required for the relocation and upgrade of electrical service for the Farwell Building and to authorize the Chair or Vice-Chair to undertake all actions and execute all documents as may be required to carry out this motion.

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

Vote: Unanimous in favor

b. Syd Clarke Park projects

Ms. Merrill said the sale of the lots to the North Country Smoke House is closed. There was much appreciation to Mr. Satzow for shepherding this project through and for his patience in seeing it to completion.

Ms. Merrill asked for the following motion at the request of the City Solicitor:

Motion: To ratify the Chairman's acts in executing documents relating to the Butcher Block sale.

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

Vote: Unanimous in favor

Mr. Satzow suggested that the CDA pay to have any other obstacles removed from future development of the Park now, before the next prospective project arrives so that future sales will be that much smoother.

The Jewell lot is almost done. There will be a public open house on June 10th at noon. City Council and the CDA have been invited to attend.

V. New Business

a. Farwell Block Unit 3

The Edward Jones expansion into Unit 3 is moving ahead slowly. Ms. Merrill will call a special meeting of the CDA when it is time to approve the lease.

b. Future projects

Ms. Merrill continues to explore options for redevelopment of the former bank building (56 Opera House Square). She urged the board to keep working on projects.

The quiet title work on the Farwell has been completed. Mr. Beek will move forward with getting the drainage work out to bid and hopefully get the work done by winter. Ms. Merrill will look into whether the City should share in the work of reconstructing the sidewalk that will be disturbed during the drainage project. The work should be done simultaneously.

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

(Mr. Satzow had to leave the meeting at this point.)

VI. Other

Zach Williams announced that he had addressed an open letter to Stevens Alumni directing people to the new website, “liveinclaremontnh.com”. He asked the CDA to help support the new site.

Patrick O’Grady is doing an in-depth story on the River Road TIF for the Valley News.

The board talked about housing in Claremont – availability, quality, the need to clean up some neighborhoods, etc. Tim Frisch and the “Methodist Army” will be available for a week soon to help with some of the properties that need help.

The \$80,000 lost from the closing of the River Road TIF has been moved into the General Fund. However, \$40,000 in marketing funds have been cut from next year’s budget. Mr. Rock said he had emailed all of the City Councilors urging them to keep their goals in mind when working on the budget.

VII. Adjourn

Motion: To adjourn the meeting.

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

Vote: Unanimous in favor

The meeting adjourned at 8:17 AM.

Respectfully submitted,
deForest Bearse