

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, May 28, 2015 7:30 AM

Visitors Center, 14 North Street, Claremont, NH

MINUTES

Approved 6/25/2015

I. Roll Call

Present: Andre Lafreniere, Candace Crawford, Michael Satzow, Thomas Rock, Martha Maki

Absent: Keith Raymond, Robert Porter, Joseph Gorman, Alan Spahr

City Staff: Nancy Merrill, Director, Planning & Development; Kurt Beek, Project Manager (joined the meeting at 8:07 AM); Zachary Williams, Business Development Coordinator

II. Review Minutes

a. April 17, 2015 (Full Board)

b. April 23, 2015 (Finance Committee)

c. April 23, 2015 (Full Board)

Motion: To approve all of the above minutes as presented.

Made by: Ms. Crawford **Second:** Mr. Lafreniere **Vote:** Unanimous in favor

d. May 7, 2015 (Full Board)

Approval of these minutes was tabled to the next meeting.

III. Finance Report

a. April, 2015

The committee reviewed the financial reports. It was agreed that the line *Legal Fees* on page 2 of the *Year-to-Date* report should be moved to *Legal Expenses – Misc. matters* on page 3.

Motion: To accept the finance reports.

Made by: Mr. Satzow **Second:** Ms. Crawford **Vote:** Unanimous in favor

IV. Old Business

a. Syd Clarke Park

i. Covenants

Ms. Merrill pointed out sections in the *Protective Covenants for the Syd Clarke Industrial Park* that directly affect the proposed development of the Shoemaker lot.

Planning & Development Staff will review the site plan first. It will then go to the CDA and lastly to the Planning Board. The site plan must be approved before the closing.

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

One of the conditions of the sale of this lot was that the CDA would waive the restriction on the use of the land (to allow a transportation facility). It is assumed that the project will comply with all of the other covenants. However, additional waivers may be requested.

ii. Ground water monitoring wells

Mr. Beek explained that there are five groundwater monitoring wells in the Parke that are the result of earlier contamination. After years of monitoring, the water samples are now clean and DES has authorized decommissioning of the wells. The contract for the work has been awarded to T & K Drilling of Troy, NH. The cost will be \$1325. However, the area around well #1 is still considered an open landfill. The process for addressing it is unclear.

Motion: To authorize payment of \$1325 to T & K Drilling for decommissioning the five groundwater monitoring wells in Syd Clarke Park.

Made by: Ms Crawford

Second: Mr. Satzow **Vote:**

Unanimous in favor

iii. Real Estate

b. Waite/Shoemaker House update

Mr. Beek said that the contract for deconstructing the Waite house has been signed with Keeper Barn with a deadline for completion of July 15th. Work is already underway.

c. Farwell

i. Edward Jones lease

Ms. Merrill has been conversing with Edward Jones about their lease. The City Solicitor has been consulted for guidance. No action was taken.

ii. Loan update

The bank's appraiser has been in the building. A closing date on the loan should be forthcoming in the next couple of weeks. It was agreed that the demolition project should be delayed until the loan is secured.

V. New Business

VI. Non-public Session

Motion: to enter non-public session under the provisions of RSA Section 91-A:3(II)(d)

Made by: Ms. Crawford

Second: Mr. Satzow

Roll Call Vote: Unanimous in favor

Re-enter public session.

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

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

Made by: Ms. Maki
favor

Second: Mr. Lafreniere

Roll Call Vote: Unanimous in

VII. Other

Ms. Merrill announced that the CDA's bookkeeper, Sheila Smith, is resigning effective July 1st. Ms. Merrill is advertising for a replacement.

VIII. Adjourn

Motion: To adjourn the meeting

Made by: Mr. Satzow

Second: Ms. Crawford

Vote: Unanimous in favor

Respectfully submitted,
deForest Bearse