

Claremont Development Authority

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FULL BOARD MEETING

Thursday, June 26, 2014 7:30 a.m.
Visitors Center, 14 North Street, Claremont, NH

MINUTES

Approved 7/24/2014

I. Roll Call

Present: Robert Porter, Joseph Gorman, Candace Crawford, Alan Spahr, Michael Satzow, Thomas Rock, Martha Maki

Absent: Keith Raymond, Andre Lafreniere

City Staff: Nancy Merrill, Director of Planning & Development; Kurt Beek, Projects Manager; deForest Barse, Resource Coordinator

II. Review Minutes

a. May 22, 2014

Motion: to approve the minutes of the May 22nd meeting

Made by: Mr. Porter

Second: Mr. Satzow

Vote: Unanimous in favor

(Minutes of the June 12th Finance Committee meeting were not presented.)

III. Finance Report

a. 2014-2015 Proposed Budget

Ms. Crawford presented the proposed budget as it had been reviewed by the Finance Committee. Income highlights were:

- Designating the rental units in the Farwell Building as Units 1-6 rather than identifying them by their current occupant
- Unit 1 – assumed income from 6 months' rent
- Unit 2 – Senator Shaheen's office rental for the remainder of her current term in office
- Fulling Mill – with an anticipated August closing, two months' rental income is shown
- SydClark logging income - \$40,000

Expense highlights were:

- \$10,000 for Farwell repairs
- Shoemaker – Finance Committee recommends liquidating the building; hence expenses are very low in the budget

Net ordinary income:

Income (\$110,805.60) – Expenses (\$95,897.44) = \$14,908.16.

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Mr. Satzow stated that the CDA should have a marketing budget. Ms. Merrill explained that \$50,000 from the River Road TIF budget is earmarked for marketing. This, however, will end next year. She stated that marketing is being done through Mass Live, VT business magazines, VPR, NHPR, WMUR, and New England Business Journals.

Motion: To approve the 2014-2015 budget as presented

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

IV. Old Business

a. Farwell Block

Mr. Beek stated that the main repair issues at the Farwell Block include

- Demolition of the red building in the back;
- the ongoing drainage issue at the dental clinic; and
- façade damages due to splash-back.

All had agreed previously to having the façade fixed up before the main 250th celebration activities take place. These repairs would cost \$2500 and would come from the repair line of the new budget.

Mr. Beek has received estimates for the demolition of the red building of \$35,000 and \$45,000. The first estimate would cap the foundation and leave the utilities intact in the basement. The second option would relocate the utilities and fill in the basement. Mr. Beek recommends the second option. This item would be budgeted as a capital project.

Solutions to the drainage issues at the dental center range between \$12,000 (internal repair) and \$21,500 (external repair). Most of the insurance money (received for damages to the dental center) has been used to repair the sheetrock on the interior wall. The remainder of the insurance money will be spent to repair the flooring (\$1000). The cost of the permanent solution to the drainage issue will be budgeted as a capital project.

V. New Business

a. Shoemaker House

The Finance Committee had asked for this to be on the agenda. The Committee asked Mr. Beek to come to the July meeting with proposals for removal of the Shoemaker house. One of the options should be for moving the building.

VI. Non-public Session

There was no non-public session.

VII. Other

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The Committee agreed that it would be a good idea to get the business community together at a dinner with an appropriate guest speaker. Of particular interest are workforce housing and worker competency. This idea will be discussed further at a later date.

Ms. Merrill presented Claremont Economic Development Update statistics. The full report is available on the city's website.

VIII. Adjourn

Respectfully submitted,
deForest Bearse
Resource Coordinator