

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## FULL BOARD MEETING

Thursday, July 23, 2015, 8:00 AM

Visitors Center, 14 North Street, Claremont, NH

## MINUTES

Approved 8/27/2015

### I. Roll Call

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

**Absent:** Alan Spahr

**City Staff:** Nancy Merrill, Director, Planning & Development; Zachary Williams, Business Development Coordinator

### II. Review Minutes

#### a. June 25, 2015

**Motion:** To approve the minutes of June 25, 2015 as written

**Made by:** Mr. Satzow      **Second:** Ms. Crawford      **Vote:** Raymond, Lafreniere, Crawford, Gorman, Satzow and Rock – in favor. Porter and Maki abstain. Motion carries.

#### b. June 19, 2015

**Motion:** To approve the minutes of June 19, 2015 as written

**Made by:** Ms. Crawford      **Second:** Mr. Raymond      **Vote:** Raymond, Porter, Lafreniere, Crawford, and Rock – in favor. Gorman, Maki, and Satzow abstain. Motion carries.

#### c. May 7, 2015

**Motion:** To approve the minutes of May 7, 2015 as written

**Made by:** Mr. Raymond      **Second:** Mr. Lafreniere      **Vote:** Raymond, Porter, Lafreniere, Satzow, Rock and Maki – in favor. Gorman and Crawford abstain. Motion carries.

### III. Finance Report

Ms. Crawford, chair of the Finance Committee, stated that the Finance Committee had met and reviewed the draft budget. There are still some outstanding questions so they would like to table adoption of the budget for another month.

**Motion:** To table adoption of the FY16 budget for another month.

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

### IV. Old Business

#### a. Jewell Site update

Ms. Merrill said the only thing left (of the Shoemaker house) is the frame. The Jewell site plan goes to the Planning Board next week. They have hired Pathways to assist with the plan. The state permit applications have been filed. The drainage plans have been altered somewhat. They have learned that there is an exemplar plant

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species in the area; they must check to make sure there aren't any on the site. The Purchase and Sales Agreement has not yet been returned.

**b. Farwell Block appraisal and loan update**

Revenue figures are estimated at this time.

**c. Butcher Block update**

A Purchase and Sale Agreement and a deposit have been received. Multiple professionals are working on various aspects of the plans. The Interim City Planner is looking at the zoning for this project. A variance may be needed to allow the use (is food processing considered light manufacturing?)

**V. New Business**

**a. 2015-16 CDA budget**

Addressed earlier in the meeting.

**VI. Non-public Session**

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

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

**Made by:** Mr. Porter

**Second:** Mr. Satzow

**Roll Call Vote:** Unanimous in favor.

favor.

**VII. Other**

**VIII. Adjourn**

**Motion:** To adjourn the meeting

**Made by:** Mr. Satzow

**Second:** Ms. Crawford

**Vote:** Unanimous in favor

The meeting adjourned at 8:23 AM.

Respectfully submitted,  
*deForest Bearse*  
Resource Coordinator