

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## FULL BOARD MEETING

Thursday, July 24, 2014 7:30 a.m.  
Visitors Center, 14 North Street, Claremont, NH

## MINUTES

Approved 8/28/2014

### I. Roll Call

**Present:** Robert Porter, Joseph Gorman, Keith Raymond, Alan Spahr, Michael Satzow, Thomas Rock, Andre Lafreniere

**Absent:** Candace Crawford Martha Maki

**City Staff:** Nancy Merrill, Director of Planning & Development; Zachary Williams, Business Development Specialist; deForest Bearse, Resource Coordinator

### II. Review Minutes

#### a. June 26, 2014

**Motion:** to approve the minutes of the June 26 meeting as presented

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

### III. Finance Report

#### a. June

The Profit & Loss Budget vs. Actual – Monthly and Year-to-Date; and Balance Sheet were reviewed by the Committee. It was noted that the figures for the Farwell Building were somewhat skewed, primarily due to the fact that Unit 1 is vacant.

**Motion:** To approve the reports

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

### IV. Legal Consult

This item was delayed to later in the meeting.

### V. Old Business

#### a. Fulling Mill

##### i. Involuntary Lot Merger

The expansion project is due to be reviewed by the Planning Board and Zoning Board in August. The project has already been reviewed by the Technical Review Committee. UK Architects will be designing the addition; All Seasons Construction will be constructing it.

The Purchase and Sale Agreement has not yet been received.

City Solicitor, Jane Taylor, discovered that the deed to the property notes it as a single parcel but with two separate tracts. She asked that the

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Committee complete a “Voluntary Lot Merger” to formally merge the two tracts so as to preclude any later claims of an involuntary lot merger.

**Motion:** The CDA, as the owner of Tract #1 and Tract #2 at Tax Map 163, Lot 4 it is the intent that those lots be merged and that any ambiguity regarding the merged status of the internal tracts of the property be construed in favor of the merger and to authorize the chairman to sign the Voluntary Merger Form on behalf of the owner.

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

**b. Shoemaker House**

Kurt Beek’s full report was not available. Zach Williams had been to the property and taken some pictures of the basement of the building which were distributed to the Committee.

**c. Farwell Block**

Façade work will be done in time for the main 250<sup>th</sup> anniversary events.

**VI. New Business**

There was no new business.

**VII. Non-public Session**

There was no non-public session.

**VIII. Other**

Red River is seeking Historic District Commission and Zoning Board approval for two exterior signs they wish to place on the building at 21 Water St.

At 7:56 AM, the meeting was closed for the purpose of discussing a legal matter with the Committee’s attorney.

**Motion:** To authorize execution of the unwinding documents and the acceptance of the assignment of the underlying loans for Brown Block subject to confirmation of BFA’s approval.

**Made by:** Mr. Gorman **Second:** Mr. Raymond **Vote:** Unanimous in favor

**IX. Adjourn**

**Motion:** To adjourn the meeting

**Made b:** Mr. Porter **Second:** Mr. Raymond **Vote:** Unanimous in favor

The meeting adjourned at 8:19 AM.

Respectfully submitted,  
*deForest Bearse*

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Resource Coordinator