

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## FULL BOARD MEETING

Thursday, August 23, 2018 7:30 a.m.

Visitor Center, 14 North Street, Claremont, NH

## MINUTES

APPROVED 9/27/2018

Thomas Rock called the meeting to order at 7:35 AM and asked for a roll call.

### I. Roll Call

**Present:** Keith Raymond, Joseph Gorman, Andre Lafreniere, Michael Satzow, Thomas Rock, Martha Maki arrived at 7:40 am, Derek Ferland arrived at 7:45 am.

**Absent:** Candace Crawford, Robert Porter

**City Staff:** Nancy Merrill, Director, Planning & Development, Theresa Cargill, Administrative Assistance, Thomas Krebs, Community Development Project Manager

### II. Minutes

- a. July 26, 2018 (Full Board)

**Motion:** To approve the minutes of July 26, 2018

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

**Vote:** Unanimous in favor.

### III. Finance

- a. Finance Report

**Motion:** To approve the Finance Report of July 31, 2018 as presented.

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

**Vote:** Unanimous in favor.

By consensus the Board agreed to take the agenda out of order to accommodate guest Alex Herzog.

Workforce – Sugar River Tech Center Director Alex Herzog.

Mr. Herzog discussed some of the changes in the courses and staffing for this school year at SRVTC. He also discussed some ideas for expanding the technical programs he would like to develop for the future.

He also talked with the CDA about connecting with local businesses and some of the issues with hiring a younger workforce. He would like to provide soft skills course for the students at SRVTC.

### IV. Old Business

SCOHC rent agreements and the 46-54 Opera House Square loan

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

Nancy Merrill presented the board with the “Letter of Intent” she received from Claremont Savings Bank regarding the details of a loan for the construction funding needed for the renovations to 46-54 Opera House Square, which will allow for the expansion of the Sullivan Country Oral Health Collaborative.

Thomas Krebs informed the board that he met with the architect, mechanical, electrical and structural engineers for an initial walk through of the building. He is still working with Eversource.

**Motion:** To approve a loan up to \$300,000 through Claremont Savings Bank for construction funding to support the renovation of 46-54 Opera House Square accommodating the expansion of the Sullivan County Oral Health Collaborative, according to the terms outlined in the Commitment Letter of August 16, 2018. Further, to authorize execution of any and all documents regarding the loan by the Claremont Development Authority (CDA) Chair Thomas Rock, or in his absence, the CDA Vice-Chair Andre Lafreniere or CDA Finance Committee Chair Candace Crawford.

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

**Abstain:** Mr. Gorman

**Vote:** All others in favor.

## V. New Business

Workforce – Sugar River Tech Center Director Alex Herzog  
See above.

## VI. Non-Public Session

There was no call to Non-Public Session for this meeting.

## VII. Other

## VIII. Adjourn

**Motion:** To Adjourn the meeting.

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

**Vote:** Unanimous in favor.

The meeting adjourned at 9:00 am

Respectfully submitted,  
Theresa Cargill