

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

FULL BOARD MEETING

Thursday, August 25, 2016 7:30 AM
Visitors Center, 14 North Street, Claremont, NH

MINUTES

Approved 9/22/2016

I. Roll Call

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

Absent: Andre Lafreniere

City Staff: Nancy Merrill, Director, Planning & Development; Kurt Beek, Project Manager

II. Review Minutes

a. July 28, 2016 (Full Board)

Corrections: Change “Savings” to “National” under New Business, page 2.

Motion: To approve the minutes with the correction.

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

Vote: Unanimous in favor

b. April 22, 2016 (Key Properties)

Motion: To approve as presented.

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

Vote: Unanimous in favor

III. Finance Report

a. July 2016

It was the consensus of the board that Unit 3 (in the Farwell) should be on the Finance Reports, even though it is currently unoccupied.

Motion: To accept the July finance reports with the requested change.

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

Vote: Unanimous in favor

IV. Old Business

a. Project updates – Farwell Block, Syd Clarke

Farwell Block

Mr. Beek said the advertising for the drainage work at the Farwell was going out shortly. The first step is to hire an engineer to do some simple drawings and develop specifications for a packet that can be put out to bid to a contractor. This will give the board a concrete cost for the total project. The CDA will be paying the engineering cost. It is hoped that the project will be completed this year.

City solicitor Jane Taylor is still working with Eversource attorneys on the easements for the electrical work.

Line of Credit

Closing on the line of credit will occur in the next couple of weeks.

Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

The Claremont Kiwanis asked the CDA if the CDA would help sponsor the Brewfest. The consensus was no, as it does not fit the mission of the CDA.

Syd Clarke Park

The Butcher Block project is moving forward well.

Farwell Unit 3

Edward Jones has been formally notified of the vacancy at Unit 3. They now have 30 days in which to respond. The right-of-first-refusal will be retained by Jones for future vacancies of this unit.

There were discussions about:

- the challenges of the first block of Pleasant Street (from the square to the School/Glidden intersection);
- a chocolatier moving into the former Esersky building;
- the difficulties posed by the 79-E tax incentive program in the downtown TIF district;
- the Lattuga property on Main Street and the Moody building are for sale.

V. New Business

- a. Carolyn Sweet, Field Specialist, Community & Economic Development, UNH Cooperative Extension (Sullivan County)

Ms. Sweet introduced herself as the new economic development field specialist for UNH Cooperative Extension. They are working on building capacity and leadership through a number of different programs and she described several that might be of benefit in Claremont. There is a match for some of their programming. Ms. Merrill felt that this was good timing as the Master Plan update is currently underway.

VI. Non-public Session

There was no non-public session.

VII. Other

VIII. Adjourn

Motion: To adjourn the meeting

Made by: Mr. Gorman **Second:** Ms. Crawford

Vote: Unanimous in favor

The meeting adjourned at 8:40 AM.

Respectfully submitted,

de Forest Bearse