

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## FULL BOARD MEETING

Thursday, August 28, 2014 7:30 a.m.  
Visitors Center, 14 North Street, Claremont, NH

## MINUTES

Approved 9/25/2014

### I. Roll Call

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

**Absent:** Alan Spahr

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

### II. Review Minutes

**Motion:** To accept the minutes of July 24, 2014 with the addition of “CDA” as the first word of the motion to merge Tracts 1 and 2 of Map/Lot 163-4 (page 2).

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

### III. Finance Report

The committee reviewed the financial statements for July 2014. Ms. Merrill stated that the Berdt loan closing (\$45,520) is scheduled for next Tuesday (Sept. 2).

**Motion:** To accept the financial reports for July 2014 as presented.

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

### IV. Old Business

#### a. Fulling Mill

Ms. Merrill stated that Fulling Mill had received their variance from the Zoning Board and their site plan amendment from the Planning Board. She said that UK Architects would be submitting plans (for the building permit) shortly and that the closing should be within the next two weeks.

#### b. Syd Clarke

Ms. Merrill said that logging operations have begun. No complaints or comments have been received thus far.

### V. New Business

Ms. Merrill stated that she would like to call a meeting of the Finance Committee to discuss:

- Income from timber sales
- Income from sale of the Fulling Mill property
- Cost of filling in the Ashley Landing cellar hole
- Farwell block annex electrical room

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- Furnace loan

Mrs. Crawford, chair of the Finance Committee, scheduled the meeting for September 11, 2014 at 8 AM at the Visitor Center.

## VI. Non-public Session

There was no business to discuss in non-public session.

## VII. Other

Ms. Merrill called for a policy discussion regarding the CDA Façade Loan Program. There has been interest in the program expressed by two parties in the downtown. The committee agreed to discuss it at the next meeting of the Finance committee and the full board.

Ms. Merrill stated that the CDA will need to obtain its own tax ID number and conduct its own financial audit, rather than continue the current practice of using the City's tax ID number and having the City's auditors audit their records.

RVCC President Harvey-Smith is being inaugurated on September 19, 2014 at 10 AM at the College. It is a public event.

The Walter Peterson Scholarship for RVCC Students has been established at RVCC.

## VIII. Adjourn

**Motion:** To adjourn the meeting

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

The meeting adjourned at 8:20 AM.

Respectfully submitted,  
*deForest Bearse*  
Resource Coordinator