

# Claremont Development Authority

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## FULL BOARD MEETING

Thursday, September 22, 2016 7:30 AM  
Visitors Center, 14 North Street, Claremont, NH

## MINUTES

Approved 10/27/2016

Chairman Rock called the meeting to order at 7:34 AM and asked for a roll call.

### I. Roll Call

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

**Absent:** None

**City Staff:** Nancy Merrill, Director, Planning & Development; Kurt Beek, Project Manager; Zach Williams, Business Development Coordinator

### II. Review Minutes

#### a. August 25, 2016 (Full Board)

**Motion:** To approve the minutes of August 25<sup>th</sup>.

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

**Vote:** Unanimous in favor

### III. Finance Report

#### a. August 2016

It was noted that the Year-To-Date P & L statement was incorrect (wrong report). It was agreed to postpone review of the entire report until the next meeting.

### IV. Old Business

#### a. Project updates – Farwell Block, Syd Clarke

##### Farwell Block

Ms. Merrill said the lease on Unit #3 at the Farwell has been signed and the first month's rent paid.

**Motion:** To authorize payment of one month's Unit #3 rent (\$320) to Brian Whipple as commission earned for finding a tenant for Unit #3.

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

**Vote:** Unanimous in favor

Mr. Beek said two bids for the Farwell drainage engineering have been submitted. He will have a proposal at the next meeting. Once the engineering is done, the work will have to go out to bid to choose a contractor. The bids were sealed so he had no cost estimates to share with the board.

Contractors have started on the foundation of the new Butcher Block facility in Syd Clarke Park.

Ms. Merrill announced that the Lawrence Berndt boiler loan has been paid in full.

Mikros has purchased and is renovating the former Eagle Times building on River Road. NHI, Canam, Mikros, and Butcher Block are all looking for workers. Mr. Raymond said people are starting to move into Claremont from out of town. Things are looking better.

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Ms. Merrill said the line of credit (\$82,500) has been closed on. There is no charge for not using it straight away. The bank will require proof that Mr. Satzow is authorized to sign for any withdrawals while Mr. Rock is in Florida, if the board should need to draw on the line during his absence.

## V. New Business

### a. Ali Rafieymehr, Sc.D., Vice President of Academic Affairs, River Valley Community College

Dr. Rafieymehr introduced himself to the board and shared his personal history and resume. He shared his ideas and plans to create new computer science/technology degree programs at the college and to assist in work-force development for the City. He said partnership between the college and the business community is vital to the college's success. He is working with both the middle and high schools on programs that will introduce young students to a college environment and college-level classes at an early age. Some of these programs will require funding which he is working on raising. The CDA assured Dr. Rafieymehr that they would assist in any way possible.

## VI. Non-public Session

There was no non-public session.

## VII. Other

There was no other business.

## VIII. Adjourn

**Motion:** To adjourn the meeting

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

**Vote:** Unanimous in favor

The meeting adjourned at 8:55 AM.

Respectfully submitted,  
*deForest Bearse*