

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## FULL BOARD MEETING

Thursday, September 28, 2017 7:30 AM  
Visitor Center, 14 North Street, Claremont, NH

## MINUTES

Approved 10/26/2017

Thomas Rock call the meeting to order at 7:40 am.

### I. Roll Call

**Present:** Keith Raymond, Thomas Rock, Martha Maki, Andre Lafreniere, Alan Spahr, Joseph Gorman, Candace Crawford, Robert Porter arrived at 7:45 am.

**Absent:** Michael Satzow

**City Staff:** Nancy Merrill, Director, Planning & Development, Kurt Beek, Project Manager, Theresa Cargill, Administrative Assistance, Rebecca Vinduska, Business Development Specialist

**CDA Bookkeeper:** Paul Cioffi

### II. Review Minutes of Previous Meeting(s)

- a. June 5, 2017 Finance Committee

**Motion:** To approve the minutes of June 22, 2017 Finance Committee

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

**Vote:** Unanimous in favor.

- b. August 28, 2017 Full Board

**Motion:** To approve the minutes of August 28, 2017

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

**Vote:** Unanimous in favor.

### III. Finance Report

- a. August 2017

Paul Cioffi presented the Finance Report to the board. Also discussed was a change to Finance Report due to the park's lawn care contract.

### IV. Old Business

- a. Syd Clarke Park update

Nancy discussed North Country Smoke House and additional jobs opportunities this fall.

- b. 46-56 Opera House Square project update

The Phase II assessment has been completed, which outlined asbestos and some lead paint in the building.

### V. New Business

- a. Sign and façade loan program

The board discussed the application process and what could be included when businesses apply for the short term loan.

# Claremont Development Authority

14 North Street • Claremont • New Hampshire • 03743

## **VI. Non-Public Session**

This meeting did not enter into Non-Public Session

## **VII. Other**

## **VIII. Adjourn**

The meeting adjourned at 8:35 am

Respectfully submitted,  
Theresa Cargill