



**Planning Board Meeting Minutes**  
**Allenstown Town Hall - 16 School Street**  
**Allenstown, New Hampshire 03275**  
**April 03, 2024**

**Call to Order**

The Allenstown Planning Board Meeting of April 03, 2024 was called to order by Chair Diane Adinolfo at 6:30 P.M. Chair Adinolfo called for the Pledge of Allegiance.

**Roll Call**

Present on the Board: Diane Adinolfo and Michael Frascinella.

Excused: Michael Juranty

Absent: Chad Pelissier

Ex-Officio: *Currently Vacant due to the recent passing of Sandy McKenney*

Residents of Allenstown: See below

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TOWN OF ALLENSTOWN  
Planning Board  
16 School Street  
Allenstown, New Hampshire 03275

Meeting Date: 4 / 3 / 2024

**Sign-In Record**

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
Brian Beaudry	<i>[Signature]</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Michael Donnelly	<i>[Signature]</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Robert Bowden	<i>[Signature]</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<i>Gayle Community Church</i>
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Allenstown Staff: Derik Goodine – Town Administrator  
Brian Arsenault – Building Inspector & Code Enforcement Officer (remote)

Others present: Ryan Beaudry – Alternate Member\*  
Kaitlyn Sheridan – Alternate Member\*  
Matt Monahan – CNHRPC (remote)  
Mike O'Meara – Volunteer Administration

\* With Michael Juranty excused, and Chad Pelissier absent, Chair Adinolfo invited Kaitlyn Sheridan and Ryan Beaudry to participate as Full Members for this meeting.



### **OLD BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS**

- None

### **NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS**

- **Election of Officers**

Tabled by Chair Adinolfo until the next meeting of the Board.

- **Conceptual Consultation – 44 Pinewood Road.**

Mr. Michael Donnelly, owner of the proposed Child Day Care Center at 44 Pinewood Road, discussed the proposed layout and operation of the center based on a conceptual Site Plan that was submitted to the Board. It was noted that Mr. Donnelly had previously been granted a Waiver by the ZBA to allow the operation of a Child Day Care Center (7 or more) on a property in the Commercial Light Industrial Zone, and that he proposes to convert an existing structure (church) on the property into the center.

Mr. Donnelly stated that there would be no changes to the outside of the structure except for adding a fenced-in play area to the rear and adding egress doors in the rear to access the play area. He also discussed how parents would access the center for drop-off and pick-up via a circular one-way system and that he proposes to have approx. 13 parking spaces on site. Four to eight (4-8) of the spaces would be for the use of employees and the remainder for parents in those situations where they might have to be on property for longer than typical drop-off and pick-up activities. He expects the center to cater for approx. 34 children but that is subject to the State of New Hampshire who will determine the maximum allowed capacity.

Mr. Arsenault advised that the approved ZBA Variance is currently under the 30-day wait period for any potential appeal of the decision, which was granted on Mar 13, 2024.

Following some clarifying questions from the Board, neither the Members, Building Inspector/Code Enforcement Officer nor Planner expressed any concerns with the proposed plan.

It is noted that Conceptual Consultations and any opinions or views expressed by the Planning Board or applicant are non-binding on either party.

### **UNAPPROVED MINUTES**

- **March 06, 2024**

Michael Frascinella made a Motion to approve the minutes of March 06, 2024. Ryan Beaudry seconded the Motion.

Roll Call Voice Vote was taken.

Diane Adinolfo- Aye, Michael Frascinella- Aye, Kaitlyn Sheridan- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the minutes for March 06, 2024 were approved.

### **CORRESPONDENCE & OTHER BUSINESS**

The corrections that are needed to the list of Planning Board Members on page 6 of the 2023 Town Report were reviewed and it was noted that the list had not been updated since 2021.

It was noted that the Driveway Permit (required as a condition of Subdivision approval) was received for the recently approved McNamara Subdivision on Main Street.

The upcoming online 2024 Spring Planning & Zoning Conference will take place on Saturday, May 11, 2024. The registration link will be forwarded to Board Members.



**SUBCOMMITTEE & STAFF UPDATE**

None.

**BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER UPDATES**

None.

**SCHEDULING OF NEXT MEETING**

The next meeting of the Board is scheduled for April 17, 2024.

**ADJOURN**

Ryan Beaudry made a Motion to adjourn. Michael Frascinella seconded the Motion.

Roll Call Voice Vote was taken.

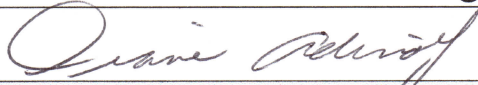
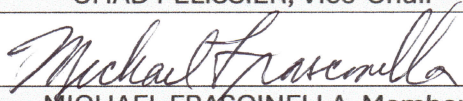
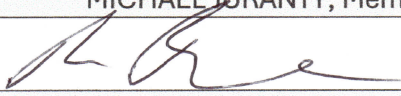
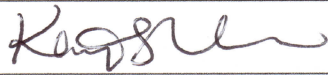
Diane Adinolfo- Aye, Michael Frascinella- Aye, Kaitlyn Sheridan- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the meeting was adjourned at 6:57 P.M.





**Signature Page**  
**Town of Allenstown Planning Board**  
**Public Meeting Minutes**  
**April 03, 2024**

Original Approval:	
	4-17-2024
DIANE ADINOLFO, Chair	DATE
EXCUSED	N/A
CHAD PELISSIER, Vice-Chair	DATE
	4-17-2024
MICHAEL FRASCINELLA, Member	DATE
ABSTAIN	N/A
MICHAEL JURANTY, Member	DATE
	4/17/24
RYAN BEAUDRY, Alternate Member*	DATE
	4/17/24
KAITLYN SHERIDAN, Alternate Member*	DATE
Vacant	N/A
SANDRA MCKENNEY, Ex-Officio	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	DIANE ADINOLFO, Chair	DATE
	CHAD PELISSIER, Vice-Chair	DATE
	MICHAEL FRASCINELLA, Member	DATE
	MICHAEL JURANTY, Member	DATE
	RYAN BEAUDRY, Alt. Member*	DATE
	KAITLYN SHERIDAN, Alt. Member*	DATE
	Vacant	N/A
	SANDY MCKENNEY, Ex-Officio	DATE

\* If not acting as a Full Member for the meeting, Alternate Member signatures signify concurrence with, but not approval of the meeting minutes.

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Planning Board  
16 School Street  
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Meeting Date: 4 / 3 / 2024

## Sign-In Record

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