

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275
February 19, 2020

CALL TO ORDER

The Allenstown Planning Board Meeting of February 19, 2020 was called to order by Chairman Mike O'Meara at 6:30 p.m. Chair O'Meara called for the Pledge of Allegiance.

ROLL CALL

Present on the Board: Diane Adinolfo, Sandy McKenney, Mike Frascinella, Chad Pelissier, and Mike O'Meara.

Ex-Officio: Sandra McKenney

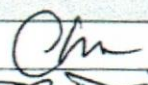
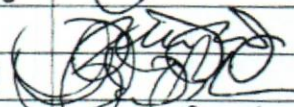


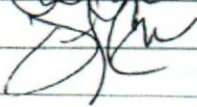
Residents of Allenstown: – See below:

Page 1 of 1

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

Meeting Date: 02 / 19 / 2020

Sign-In Record

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
Chris Lewis		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Brady Sullivan
Tom Jazak		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Hayner/Swanson
Kris Raymond		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Carolyn Cronin		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Town of Pembroke
John Cronin		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Applicant Rep
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Others Present: Matt Monahan, Central NH Regional Planning Commission;
John Cronin, Attorney
Chris Lewis, Architect;
Tom Jazak, Civil Engineer;
Kris Raymond, School Board;
Carolyn Cronin, Pembroke Town Planner

Other Public Officials: None

Allenstown Staff: Derik Goodine, Town Administrator

OLD BUSINESS

None

NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

▪ China Mill Design Review

Chair O'Meara stated that the first order of business was a Design Review of the property known as China Mill, renamed by Brady Sullivan as the Lofts @ 25 Canal. He emphasized that no formal application has been presented yet, and this evening's discussion is non-binding on the Planning Board, its members individually, or others present.

Mr. Monahan stated that this is a proposal for about 150 residential units, mostly in the main building but some also in two outbuildings. He said that the TRC - Town of Allenstown department heads, the Town Administrator, Town Attorney and Town Engineer - met recently to discuss this proposal; another general meeting was held prior to that.

Mr. John Cronin, Attorney with Cronin, Bisson & Zalinsky, 722 Chestnut Street in Manchester, stated that he is fortunate to have worked on a number of projects with Brady Sullivan. One year ago, he said, they looked at the China Mill property in terms of zoning and other factors such as the design charette. Their goal now is to repurpose the China Mill property, which is a big undertaking. Brady Sullivan adds to the tax base and the value of the communities where it has completed projects, he said. The high amount of the sewer impact fees, he said, are shocking, and he is surprised Allenstown has not adopted 79-E.

Mr. Monahan said that Allenstown has adopted 79-E; its forms are similar to those used in Manchester.

Mr. Cronin said that waiver requests will be the best way to go for regulation issues. He introduced Chris Lewis, the design architect for Brady Sullivan, and Tom Zajak, a civil engineer with Hayner Swanson in Nashua. Brady Sullivan, he said, is looking at what is there and what needs to go. They are interested in your feedback as they work toward approval.

Mr. Zajak said he has worked with Brady Sullivan on several projects. He displayed aerial photographs of 25 Canal Street, identified as Map 111, Lot 3. The Suncook River is to the north and the west; the sewer treatment plant is southwest; Canal Street and the PSNH property are to the east. The property is in an industrial zone, but also in the Suncook Infill District, which gives flexibility for a project of this scope, he said. The parcel is about 8.25 acres. The main body of the site has a storehouse building by Canal Street, with a large parking field at the southerly portion of the site. The canal moves in a westerly direction from the China Mill dam just

upstream from the property. Across from the canal is the China Mill building and a small outbuilding now called the waste house building. It will be renamed. The main body of the property comprises about six acres. Two-acres of Hemlock Island is part of the property but is actually in Pembroke. To provide a little bit of history, he said, since the 1870's, the property operated as a textile mill. An industrial tenant still occupies a small area. A PSNH hydroelectric facility is also on the property and will continue operating. The canal bisects the site, with four bridges of various sizes and shapes. Only one is now used for vehicles. The topography is mild, with some steep slopes and retaining walls in the back of the building, going down to the river in a southwesterly direction. There is an existing easement for the substation. A portion of the parking field is there. The easement is enclosed by a chain link fence. The wetlands are shown. He said that they will be working with the utilities to sort out the various poles and wires. Brady Sullivan plans a full redevelopment of the site, not just the three buildings. The smoke stack in the back will stay. The development plan calls for about 147 rental units - 127 in the main building, eight (8) in the waste house, and 12 in the storehouse. As discussed at the TRC meeting, the existing access point on Canal Street will be used. Brady Sullivan will study traffic flows and patterns, and they hope all parties can work together to resolve any issues which are encountered. The site will have about 294 parking spaces, the majority south of Canal Street. There is a large paved field there now. The plan calls for green space in and around the parking areas. The parking will be better defined as the project advances. The plan is to widen a portion of Canal Street and create head-in parking where the street is only 18 feet wide and thus too narrow. This is near the storehouse. The current calculations will allow two parking spaces per unit. That could be reduced to 1.7, which is the industry standard. For the bridges, the plan is to widen and reconstruct them, while trying to preserve them. The Fire Chief has questions and concerns about this, so Brady Sullivan has homework to do. There will be a second access point off of Canal Street behind the storehouse.

Ms. Adinolfo asked if that section was paved.

Mr. Zajak said that it was. He continued, saying that the parking plan is driven by placement of the elevators. They will have ADA parking spaces and loading spaces. Lighting and landscaping will be part of the formal application, he said. Some good ideas were presented at the TRC, and it was a good preliminary meeting. Concerning storm water management, he stated that the impervious area will be increased by one acre. A number of State permits, including an Alteration of Terrain permit, will be needed. Our plan is showing an underground infiltration system, which will tie into the existing one.

Chair O'Meara stated that Allenstown is just about to implement its MS-4 plan. He asked if this has been discussed already.

Mr. Zajak said that they will be meeting those regulations. He said that they are excited about this unique and challenging project. They are seeking initial feedback at this point, and will be submitting a formal application in about one month, with plans to start working in the summer.

Mr. Lewis said that Brady Sullivan's plan is to create 12 townhomes in the storehouse, using the existing front entrance. There will be some common space, and these will be two-story units. The waste house has elevation changes. The plan is for eight (8) apartments - four (4) on the top

floor and four (4) on the bottom. The main building, he said, is more challenging. This is an historic tax act project. The National Park Service controls the architecture of the exterior. He said the application is now in DC, and Brady Sullivan will work with them on the historic preservation. They are all aboard and excited about this aspect of the project.

Mr. Frascinella asked about the homeless people who have been camping in the main building.

Mr. Lewis said with they will work with State Human Services to help with that issue. He continued, saying that they will be installing a new roof, new windows, and new doors. The building will be pressure-washed and bricks repaired as needed. A priority, he said, is to maintain the historic architecture.

Ms. McKenney asked if the bricked-up windows will be able to be opened.

Mr. Lewis responded that they would. We will remove non-historic structures and keep the main entrance in the middle, he said. Historic elements will be replicated and re-installed.

Ms. McKenney asked about the cupolas which were sent to Vermont for repair.

Mr. Lewis said he had not heard about them but would check.

Ms. Adinolfo asked about the breakdown of the units in terms of bedrooms.

Mr. Lewis said the plan now is for 36 one-bedroom apartments, 97 two-bedroom units, and 17 three-bedroom ones. He said the mill offers a lot of space for large units. The front entrance opens onto the second floor and the back entrance onto the first floor. There will be parking in the front and the back.

Ms. McKenney asked if there was concern about noise from the hydroelectric plant.

Mr. Lewis said that game rooms would be located near the plant.

Chair O'Meara asked if the apartments, then, would be isolated from the plant.

Mr. Lewis said that they would, and that the common area will have an internet café, and restored artifacts will be displayed in the common areas.

Mr. Frascinella asked about the target market.

Mr. Zajak said they expect empty-nesters and young couples. They don't anticipate many school-age children. There will not be a playground. An economic impact study will be provided.

Ms. Adinolfo asked if the workers will live on site.

Mr. Zajak responded that they will not, but that a full maintenance staff would always be on call. The leasing staff will have regular business hours on weekdays, as well as weekend hours. Snow plowing would be done by contract.

Mr. Lewis stated that the plans call for a theater, a fitness room and a putting green. The kitchens will have granite countertops and stainless-steel appliances.

Ms. McKenney asked if heat and electricity would be included in the rental fee.

Mr. Zajak said no, but the apartments will be metered individually. He said they prefer gas heat, and he noted that the walls are very thick.

Mr. Lewis said that the top floor would have the nicest units, with side-by-side washers and dryers, as well as fireplaces. All units, he said, will have washers and dryers, but on the other floors they will be stacked.

Chair O'Meara asked about the venting of the dryers.

Mr. Zajak said they would be installing dryers which do not require outside venting; some will vent outside and some inside.

Mr. Frascinella asked if there would be commercial enterprises on the premises.

Mr. Zajak said that this has not worked well at their other locations. It is not a forte for them. When attempted, the businesses have struggled, and there is concern that business is robbed from the downtown area.

Chair O'Meara said that clearly their experience with commercial endeavors has not been positive.

Ms. Kris Raymond, School Board, stated that Memorial Field is very near, and it has a playground. She added that Eversource has a crossing there and asked if there were plans for a walking path to Memorial Field.

Mr. Zajak responded that there was no plan for a walking path at this time. He said it is challenging to cross the river and the canal. However, they do want to provide connectivity, he said.

Chair O'Meara noted that two and three-bedroom units were not in the original plan.

Mr. Monahan introduced Carolyn Cronin, the Town Planner for Pembroke.

Mr. Zajak next said that traffic is a hot-button topic. Studies must be done for development of over 20 units. He said that Steve Pernaw will be collecting trip generation data, of course, but also conducting car counts and data on turning movements at Canal & Main Streets and at Canal & Ferry Streets.

Ms. Adinolfo asked Ms. Cronin how many apartments comprised Emerson Mill in Pembroke. Ms. Cronin said that she did not know. She said there are plans for a development at Webster Falls.

Ms. Raymond said that there is a crosswalk for students at Ferry & School Streets which backs up traffic in the mornings.

Mr. Zajak said that the studies would be done at all peak times of the day.

Mr. Frascinella asked about the minimum rental fee.

Mr. Zajak said they would be renting at market rates, and they are top tier apartments. The units are not subsidized.

Ms. Adinolfo asked about the assignments for parking.

Mr. Lewis said that most of the parking will be first-come, first-served, with some buddy parking. The ratio is about 296 spaces for 147 units.

Chair O'Meara thanked everyone for the presentation, saying this is a very exciting project with lots to work out.

Mr. Lewis asked if there was interest in a site walk.

Chair O'Meara said they would want to have a site walk at some time.

Mr. Lewis suggested a road trip to Manchester or Nashua to tour another similar Brady Sullivan facility.

Mr. Monahan said that was a good idea. He suggested that the Allenstown Planning Board should conduct its review of this project and Pembroke's Planning Board could do the same; then they might meet jointly.

Ms. McKenney asked if Brady Sullivan might be displaying old photographs. She said that she could put them in touch with someone who could help with that.

Mr. Lewis responded that they would like to do that and would appreciate any help offered. He said that the library in Nashua had supplied copies of old pictures for a project in that city.

▪ **Capital Improvements Program (CIP) document**

Mr. Monahan explained that he, Mr. O'Meara, Mr. Frascinella, Ms. McKenney, and Mr. Goodine had met three or four times with department heads, serving as the CIP Committee members. He said the intent of the CIP was to arrange projects over six years so as to avoid tax rate spikes. The final plan, he said, will be used by the Budget Committee as an advisory document. After the Planning Board conducts a review, the plan would be forwarded to the

Select Board for review and adoption. He said they have no jurisdiction over the School Board, so their portion of the CIP would be informational only. He said the School, no doubt, uses the CIP as a tool. Police, Library, Emergency Management and EDC presented no projects. The Sewer Department has one significant project, he said, but theirs is not included because it does not affect the tax rate. The Fire Department has two projects: completion of the second floor of the Fire Station and the purchase of a Quint fire truck. The Highway Department has projects totaling about \$1.4 million, including the purchase of a backhoe, a road reconstruction schedule, a new Highway Garage, a snow-blower attachment, and the repurposing of the salt shed. Administration listed four projects: Town Hall paving, LED street light replacement, a 2022 revaluation and a recycle/solid waste project. These total \$82,200.

The Town's total is about \$2.8 million, Mr. Monahan said. Offsetting amounts, shown in orange on the plan, include such items as bond payments and capital reserve funds, and are deducted to determine the net impact on the tax rate. The impact, he said, is level, which is very nice to see.

In order to charge impact fees, he said, they must have a Master Plan, a CIP, an Ordinance, and a report of development pressures. The Master Plan and the Ordinance are in place, and the CIP is almost done. All that remains is the development pressures report. He said that Stephanie Alexander from CNHRPC will put together the final CIP report.

Mr. Monahan next referred to Section 5, page 27, which addresses the road network. He said that Dean from his office would help with a Traffic Management Plan.

Mr. Frascinella asked about the reference to major and minor collectors.

Mr. Goodine explained that roads which feed into main arteries are classified as major or minor collectors, depending upon the extent to which their traffic feeds into the main arteries. He next referred to the estimates on page 30, saying this section is not perfect, but he will work with the Finance Director to make adjustments. Some road maintenance and reconstruction amounts will be moved from the operating budget into the new capital reserve fund established for this purpose. He expressed concern about problems voters might have with this. They are considering handling the capital reserve fund as the Library does – placing funds left over at the end of the year into the fund.

Mr. Pelissier offered some corrections to the road data. He said that School Street and about one-half of Deerfield Road are State roads; Allenstown only plows them. Jilleric Road is not paved, and Kettlerock Road is a Class 6 road.

Chair O'Meara stated that CIP items are only requests. Some, or all, may not come to fruition. It is good, nevertheless, to have a plan.

Chair O'Meara stated that, if there were no objections, the CIP would be moved to the Select Board for their February 24, 2020 meeting.

UNAPPROVED MINUTES

Chair O'Meara asked for a motion to approve the minutes of February 5, 2020 meeting as written.

Mr. Pelissier made a motion to approve the minutes of the February 5, 2020 meeting as written.

Ms. McKenney seconded the motion.

Chair O'Meara called for a vote on the motion.

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Chad Pelissier – yes, and Michael O'Meara – yes

The motion carried unanimously and the February 5, 2020 minutes were approved as written.

STAFF UPDATE

None

SCHEDULING OF NEXT MEETING

Chair O'Meara stated that the next Planning Board meeting would be held on March 4, 2020.

CORRESPONDENCE & OTHER BUSINESS

None

ADJOURNMENT

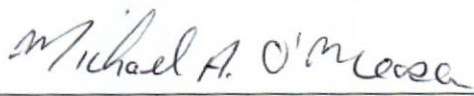
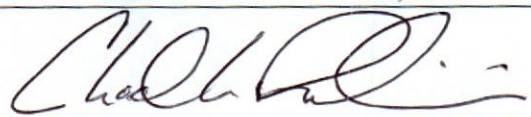
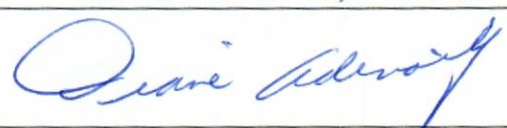
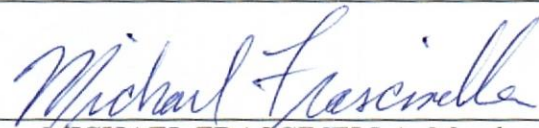
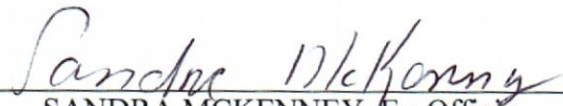
Ms. Adinolfo made a motion to adjourn at 8:03 pm. Ms. McKenney seconded the motion.

Chair O'Meara called for a vote on the motion.

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Chad Pelissier – yes, and Michael O'Meara – yes.

The motion carried unanimously, and the meeting was adjourned.

SIGNATURE PAGE
Planning Board
February 19, 2020

Approval:	
	3/04/2020
MICHAEL O'MEARA, Chair	DATE
	3/4/20
CHAD PELISSIER, Vice Chair	DATE
	3/4/2020
DIANE ADINOLFO, Member	DATE
	3/4/20
MICHAEL FRASCINELLA, Member	DATE
ROBERT LEE, Alternate Member	DATE
	03.05.20
SANDRA MCKENNEY, Ex-Officio	DATE

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	MICHAEL O'MEARA, Chair	DATE
	CHAD PELISSIER, Vice Chair	DATE
	DIANE ADINOLFO, Member	DATE
	MICHAEL FRASCINELLA, Member	DATE
	ROBERT LEE, Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE

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

Meeting Date: 02 / 19 / 2020

Sign-In Record

[illegible]