

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275
May 20, 2020

The remotely conducted Allenstown Planning Board Meeting of May 20, 2020 was called to order by Chairman Mike O'Meara at 6:32 p.m. Chair O'Meara called for the Pledge of Allegiance.

ROLL CALL

Present on the Board: Sandy McKenney, Diane Adinolfo, Mike Frascinella, Matt L'Heureux, Mike O'Meara.

Not Present: Chad Pelissier

Ex-Officio: Sandra McKenney

Residents of Allenstown: – None

Others present: Matt Monahan, CNHRPC

Other Public Officials: None

Allenstown Staff: Derik Goodine, Town Administrator

Chair O'Meara invited Alternate Board Member Matt L'Heureux to participate as a voting member for this meeting.

Chair O'Meara next read a statement establishing authority to hold an electronic meeting, along with remote viewing and listening guidelines.

As Chair of the Allenstown Planning Board, I, Mike O'Meara, find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are (will be):

- a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means.** We have a Zoom conference calling session set up for those listening. The instructions are on the Town website on the Planning Board agenda page.
- b) Providing public notice of the necessary information for accessing the meeting.** We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or

telephonically. Instructions have also been provided on the website of the Town of Allenstown Planning Board page attached to the agenda for this meeting.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.

d) Adjourning the meeting if the public is unable to access the meeting.

OLD BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

N/A

NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

N/A

UNAPPROVED MINUTES

Chair O'Meara stated that he previously sent the Board members the minutes of the April 15, 2020 meeting via email. He said the minutes could be approved via Roll Call voice vote and only he would apply a wet-ink signature.

Chair O'Meara asked for a motion to approve the minutes of the April 15, 2020 meeting as written.

Ms. McKenney made a motion to approve the minutes of the April 15, 2020 meeting as written. Ms. Adinolfo seconded the motion.

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

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Matt L'Heureux – yes, and Michael O'Meara – yes.

The motion carried unanimously and the minutes of the April 15, 2020 meeting were approved.

SCHEDULING OF NEXT MEETING

The next meeting of the Planning Board is scheduled for June 17, 2020, beginning at 6:30 pm.

CORRESPONDENCE & OTHER BUSINESS

Chair O'Meara asked Mr. Monahan to update the Board on the MS-4, China Mill, Optimus Senior Living, and Allenstown Aggregate's proposed 12,000 square foot building.

Mr. Monahan stated that he presented the illicit discharge ordinance draft to the Select Board on Monday, May 18th. He said that the EPA liked the proposed language and offered only two small changes. That, he said, is good to go. He said he needs to speak with the Town Attorney about it. That leaves the Board, he said, with the regulation changes and the ordinance items for

the next Town Meeting. He said a Public Hearing could be scheduled, and this could all be done by June, except for the Town Meeting action.

Mr. Goodine said that the Select Board has tentatively set June 15th as the date for the Public Hearing.

Chair O'Meara said they could look at the regulation changes at their June 17th meeting.

Mr. Monahan said that Pembroke has started this process, and both towns share the rivers involved, which is helpful.

Mr. Monahan said that some studies have come in from the China Mill project. A third party is doing the studies.

Chair O'Meara said he has the fiscal impact analysis study in hand and should have the traffic impact analysis study by the end of the week.

Mr. Monahan said that when Hoyle Tanner looks at the drainage, they can also look at transportation. There are no plans yet, but they are close to being ready for submittal. They will make a presentation to Pembroke at the end of May or early in June.

Mr. Monahan continued, saying that Optimus Senior Living is close to submittal as well. The Board will probably be dealing with both at the same time.

Mr. Monahan next addressed the proposal of Allenstown Aggregate to construct a 12,000 square foot building at the corner of their lot, consisting of six units of industrial rental space. There will be 200 feet of frontage on a five-acre lot. They already have a variance; the area is zoned RA. He said that he has advised Allenstown Aggregate to design for a full list of uses because that will simplify the process when tenants change, avoiding a change of use issue. Mr. Monahan said this will probably come before the Planning Board after China Mill and Optimus Senior Living.

Mr. Frascinella asked if the uses are commercial and/or industrial.

Mr. Monahan said the tenants will likely be contractors and plumbers.

Ms. McKenney said that it is sometimes difficult to hear the speakers clearly in these virtual meetings. Words are jumbled, she said, and you don't get the same kind of conversation.

Mr. Frascinella said everyone needs to have a microphone. They get echoes and distortions. Mr. Monahan said everyone needs to speak slowly, loudly, and close to the microphone. It is also a good idea to slow the pace.

Chair O'Meara said that these are good points, but it is important to reduce the potential of exposure during the pandemic.

Mr. Monahan said that Allentown is doing a great job, compared with other towns. He said the Facebook Live is amazing.

Ms. McKenney suggested a rotation of speakers, with the Chair calling on each speaker in turn.

ADJOURNMENT

Chair O'Meara called for a motion to adjourn the meeting.

Ms. Adinolfo made a motion to adjourn at 6:48 pm. Ms. McKenney seconded the motion.

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

Diane Adinolfo – yes, Sandy McKenney – yes, Mike Frascinella – yes, Matt L'Heureux – yes, and Michael O'Meara – yes.

The motion carried unanimously, and the meeting was adjourned.

SIGNATURE PAGE
Planning Board
May 20, 2020

Approval:	
<i>Michael A. O'Meara</i>	<i>17-JUN-2020</i>
MICHAEL O'MEARA, Chair	DATE
Yes – Via Remote Roll Call Voice Vote	17-June-2020
CHAD PELISSIER, Vice Chair	DATE
Yes – Via Remote Roll Call Voice Vote	17-June-2020
DIANE ADINOLFO, Member	DATE
Yes – Via Remote Roll Call Voice Vote	17-June-2020
MICHAEL FRASCINELLA, Member	DATE
N/A	N/A
MATTHEW L'HEUREUX, Alternate	DATE
Yes – Via Remote Roll Call Voice Vote	17-June-2020
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
	MATTHEW L'HEUREUX, Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE