

TOWN OF ALLENSTOWN
Planning Board
Allenstown Town Hall –16 School Street
Allenstown, New Hampshire 03275
Meeting Minutes
April 06, 2022

Call to Order

The Allenstown Planning Board Meeting of April 6, 2022 was called to order at 6:34 PM by Chair Diane Adinolfo. Chair Adinolfo called for the Pledge of Allegiance.

Roll Call

Present on the Board: Diane Adinolfo, Sandy McKenney, Mike Frascinella, Chad Pelissier (joined at approx. 6:40 pm)

Ex-Officio: Sandy McKenney

Excused: N/A



Residents of Allenstown: See Below

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

Meeting Date: 04/06/2022

Sign-In Record

| Print Name | Signature | Indicate applicable status | |
|--------------------|---|---|---------------------------------------|
| | | Allenstown Resident | If no, state Organization represented |
| Suzanne Lamontagne |  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Kelsey Charrest |  | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

Allenstown Staff: Derik Goodine, Town Administrator
Brian Arsenault, Code Enforcement Officer (remote and alone)
Matt Monahan, CNHRPC (remote and alone)
Peter Warburton, SAU Superintendent
Kris Bellerose, School Board
Bill Hickey, Turner Group
Doug Proctor, Turner Group,
Gordon Bristol, School Project Manager,

Erin Lambert, Wilcox & Barton, Inc.,
Mr. Thibodeau
Joshua Morrill, Concord Monitor

Others present: Mike O'Meara – Volunteer Board Administration

Public Officials: None

Mr. O'Meara read the following statement with regard to the meeting to the Informational Advisory Review of the new school:

Before we get started tonight, it is important to understand several things about how tonight's meeting will be conducted. The School Board voluntarily appears here tonight as a municipal entity. As such, this meeting, and the activities of the Planning Board are governed by the requirements of RSA 674:54 regarding governmental use of lands in New Hampshire.

The full text of the RSA can be found online here:

<http://www.gencourt.state.nh.us/rsa/html/LXIV/674/674-54.htm>

The following excerpt from the RSA outlines the role of the Planning Board in this instance (emphasis added).....

Either the governing body or planning board of the municipality may conduct a public hearing relative to the proposed governmental use. Any such hearing shall be held within 30 days after receipt of notice by the governing body or planning board. A representative of the governmental entity which provided notice shall be available to present the plans, specifications, and construction schedule, and to provide explanations. *The governing body or planning board may issue nonbinding written comments relative to conformity or nonconformity of the proposal with normally applicable land use regulations to the sponsor of the governmental use within 30 days after the hearing.*

What this means is that the Planning Board will not be following its normal process this evening, in that the Board will not be deciding or voting on topics such as Regional Impact, Completeness, etc. Nor will the Planning Board be deciding or voting on Approval or Denial of the Site Plan, as that is not within the purview of the Board in this case.

After the presentation by the School Board, and the conclusion of the Public Hearing, if there are any comments, the Planning Board may choose to make non-binding recommendations on an advisory basis to the School Board regarding the presented Site Plan.

The Planning Board should consider voting to approve the submission of any non-binding recommendations to the School Board. Those should be submitted to the School Board within 30 days of the Public Hearing.

OLD BUSINESS/ RECEIPT OF APPLICATION & PUBLIC HEARINGS

None.

NEW BUSINESS AND RECEIPT OF APPLICATION & PUBLIC HEARINGS

- **Site Plan, Allenstown School, Map 410, Lot 12 at 171 River Road.**

Mr. Bristol said Mr. Warburton's microphone is not working so they will not be hearing from him.

He said that the other part of the construction team that is missing tonight is Milestone Engineering and Construction who will be doing the actual construction management with them.

Mr. Bristol thanked Derik Goodine and Brian Arsenault who has been on board from the start along with the previous fire chief and current Chief Lambert, Police Department and Public Works. He said they have been taking all of the town's comments to heart so far and want to continue to do that.

Mr. Bristol said they are not asking for exemptions to any local regulations and Mr. Arsenault was helpful in coordinating to get more parking on site.

Mr. Proctor said the K-8 school will be a two-story building, approximately 60,000 square feet on one level and 23,000 square feet on the second level. He said the first level will hold all of the common space for the school as well as K-4th grade and the second floor will be comprised of the middle school and family/consumer science lab, technology lab and robotics lab.

Mr. Proctor presented a floor plan of the proposed school building which can be found at this website: <https://asd.sau53.org/en-US/proposed-new-k-8-school-a71711b7>. He explained multiple advantages of the designed space including having the cafeteria separate from the gymnasium.

Ms. McKenney asked about locker space. Mr. Proctor said the lockers will be on the upper floor for the 5-8 grades and the lower floor has hooks for backpacks and coats. Mr. Arsenault added that there will also be a cubby beneath the hooks.

Ms. Adinolfo asked about the restriction of space during public events and whether the cafeteria would also be blocked off. Mr. Proctor said there can be access allowed to that area and that area may also be used for school board meetings.

Mr. Frascinella asked how they were going to supply water, where will they get it from, what quantities will be needed to sustain the school and how they will handle wastewater.

Mr. Proctor said he believes the population of the school will be 506 with the staff included. He said they did talk to the Department of Public Works about running sewer and water down to the site and it is not economically feasible so they will be having wells and septic.

Ms. Lambert next shared her screen which showed the area where the entrances to the properties with drop off and pickup areas are as well as the playground and ball fields. She indicated where the parking spaces will be located and the sidewalks.

Ms. Lambert said there will be space for a student garden, outdoor classroom, and a compost space. She said they are putting in car charging stations and an area for delivery

trucks. She said that there is an underground fire cistern and a pad for a transformer and generator.

With regard to utilities, they are planning to drill a well. They looked at ways to bring public water and sewer to the site and unfortunately that was going to be cost prohibitive. So, they are going to go ahead with permitting for a private water supply and they have two well locations that have been approved. She said they are designing a septic system and they have the permit from NH DES.

Ms. Lambert said they are attempting to maintain vegetation in the area of the leach field which will be raised and with grass. There will be a couple of detention ponds on the site, and they have the obligation to control the runoff as well as treat the run-off before it goes back out to nature.

She said that they have developed an extensive storm water model and there is a wet pond and detention pond out back which primarily handles the runoff. She said that there will be catch basins in the parking lot that will convey water to the treatment system and discharge to the slope down to the wetlands. She said it is governed by the NH DES Alteration of Terrain Permit.

Ms. Lambert said they will provide the SAU with an inspection and maintenance manual which includes the frequency with which everything needs to be inspected and maintained and AOT has a reporting requirement.

She said they were sensitive to maintain a wooded buffer along River Road, and with preliminary conversation with State agencies, it was preferred that they provide undisturbed 100 ft. buffer around the wetlands.

Mr. Proctor said it is not shown, but they are hoping there will be a solar array on the roof. He said the team is looking into this, but it has not gained final approval from the School Board.

Ms. Lambert said she wanted to share the parking plans as to how the site will function during the day and what the total parking spaces will be available during larger events. She said that processes will be put in place to make sure that queues at drop off and pick up will not form on River Road.

She said the second plan that she has shows the number of cars that can be parked on the site during non-school hours. She said they can fit 275 spaces on the sites.

Ms. Lambert shared that the budget is coming together regarding landscaping, and they want to plant trees, etc. She said the site is designed so that they could put shade trees in the back by the playground and strategically throughout the parking lot. She said she would love to see some perennials at the entrance to the school and playground. She said they will continue to evolve and build in as much planting when the school opens.

She said that they do have a small area of wetlands that they will need to dispose of because they were not able to work it out, however they were able to get a permit to do this.

She said that during construction, the contractor will be working under a Storm Water Prevention Pollution Plan.

Ms. Lambert said it is a big area that they are looking to develop, and it will be developed in phases.

Mr. Arsenault asked about the purpose of the small detention area by the south entrance to the building. Ms. Lambert said that the storm water runoff from that portion of the road needs to go somewhere to be treated.

Mr. Arsenault asked them to show where the signs will be located for the new school.

Mr. Arsenault mentioned that they were able to get more parking spaces by reducing the spot to what is considered "industry standard."

Mr. Frascinella asked where the septic tanks will be located that will feed the leach fields. Ms. Lambert responded, and Mr. Arsenault confirmed that where they are currently located, and that DES has already provided approval.

Ms. Adinolfo asked if something isn't done properly, will there be a warranty from the builder? Mr. Bristol said there is at least a 1-year warranty that Milestone supports and each individual item that is installed may have a warranty that exceeds that. For example, the roof could have a 20-year warranty.

Ms. Lambert said that both driveways are two-way. She said the cars will have a stop condition.

Mr. Proctor said with regard to the neighbors to the school, they want to focus on the car traffic at the north entrance, so they get queuing on site (as opposed to Route 28) and they are staying away from the farm operations on the other side of the road. He said that is why the two entrances are far apart.

Ms. Lambert showed the parking plan and said they want to get cars onto the site as expeditiously as possible. She said they haven't done any formal restrictions, but they have had conversations about it. Mr. Proctor said that he believes they have a lot of queuing capacity on the site.

Ms. McKenney asked if there was going to be enough water. Mr. Proctor said they are having a test well done currently and they will know better once its complete. However, he said from the analysis of the information on the surrounding wells in the area, he believes there will be plenty of water flow. Mr. Bristol said that they will be putting in a 5,000-gallon tank, and their current consumption of water is averaged at 2,500 gallons per day and if there is a 5,000-gallon tank underground, they basically have two days of water if the well stops pumping. He said that fire suppression will have its own tank.

Mr. Arsenault asked the team to discuss the ball fields and whether they will be ready at ribbon cutting. Mr. Bristol said the soccer field is a definite and non-negotiable as well as the basketball court and it will be present in December, 2023. He said the other fields are in the plan for future development.

Mr. Bristol said the official ribbon cutting will be sometime in the first week of June 2022 and look to be completed with the project in December, 2023 and that the priority is academics and to get the children inside the building.

Mr. Frascinella asked if they have done any testing to see if buses can maneuver the area given the roads current condition. Mr. Arsenault said they had a technical review meeting,

and they did not explore any of the impacts to the state roads. He said after the school opens up, there will be a discussion with the NH DOT to see if Route 28 and Pinewood Road should have a turn lane down Horse Harness Road. He said the configuration of the buses are still being discussed by the school board as to how it will flow.

Mr. Goodine said there were a couple of questions posed on Facebook regarding the date of the start of construction. Mr. Bristol said they have to wait for the state permits but are confident they can break ground on June 1st.

The other question pertained to the possibility of a public sewer connection. Mr. Bristol said they had many discussions with the town regarding this and it was going to be cost prohibitive. Mr. Goodine said they are not considering it at the moment unless they get some more commercial development out on Route 28.

Public Hearing:

Chair Adinolfo opened the hearing to the public at 7:36 pm.

Suzanne Lamontagne who is on the new school planning team wanted to thank Gordon and his team for his presentation. She expressed that the rush to get the kids out of the Armand Dupont School is really weighing on them and they are very excited. She commented that the parking and traffic will be so much better than what it is now.

There being no further comments or questions from those present or members of the public, Chair Adinolfo closed the public hearing at 7:37 pm.

Planning Board Recommendations:

Mr. O'Meara said the Board could make the following recommendations: to capture what they already discussed per RSA 674:54 and any conditions of approval are essentially non-binding recommendations as this is a proposed governmental use of land. He said would like to capture as a recommendation to consider using the North entrance for drop off and pick up queuing. He also said to get a general description of the construction easement from the contractor and the professional stamps and signatures of the surveyor and wetland scientists as well as the owner's manager on the final plan which is a standard requirement.

He asked if there are other recommendations that the Board would like to consider at this time.

Mr. Frascinella said the school district should encourage residents to use Route 28 as much as possible to access the school.

Board Approval of Recommendations:

Ms. McKenney made a Motion to vote to approve the recommendations as written above for submission to the School Board as non-binding recommendations from the Planning Board.

Mr. Frascinella seconded the Motion.

Roll call vote was taken.

Sandy McKenney- Aye, Diane Adinolfo- Aye, Chad Pelissier-Aye, and Michael Frascinella- Aye.

The Motion passed unanimously.

As the Selectboard representative to the Planning Board, Ms. McKenney asked how often they planned on coming into the Selectboard meetings for updates. Mr. Bristol said they could do whatever suits the Board. Ms. McKenney said every other month would be good.

UNAPPROVED MINUTES

- **March 16, 2022**

Ms. McKenney made a Motion to approve the meeting minutes of March 16, 2021 as written. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

Sandy McKenney- Aye, Diane Adinolfo- Aye, Michael Frascinella- Aye, Chad Pelissier- Abstain.

The Motion passed and the minutes for March 16, 2002 were approved as written.

CORRESPONDENCE & OTHER BUSINESS

Mr. Arsenault said there was going to be a lot line adjustment on Deerfield Road, but he has not heard any further from the surveyor.

He said he has a concern with a section of the zoning ordinance, but it will be discussed at the next meeting.

Mr. O'Meara said he will be bringing some discussion information to the Board regarding the Hazard Mitigation Plan.

STAFF UPDATE

None.

SCHEDULING OF NEXT MEETING

The next meeting will be April 20th.

MOTION TO ADJOURN




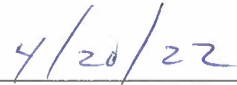
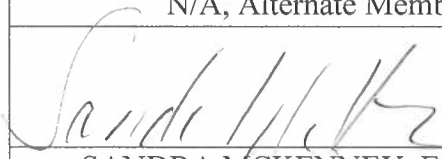
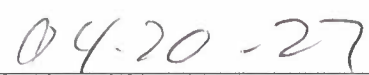
Ms. McKenney made a Motion to adjourn. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

Sandy McKenney- Aye, Diane Adinolfo- Aye, Michael Frascinella- Aye, Chad Pelissier- Aye.

The Motion passed, and the meeting was adjourned at 7:50pm.

SIGNATURE PAGE
Allenstown Planning Board
April 06, 2022

| Approval: | |
|---|---|
|  |  |
| DIANE ADINOLFO, Chair | DATE |
| ABSENT | N/A |
| CHAD PELISSIER, Vice Chair | DATE |
|  |  |
| MICHAEL FRASCINELLA, Member | DATE |
| N/A | N/A |
| N/A, Member | DATE |
| N/A | N/A |
| N/A, Alternate Member | DATE |
|  |  |
| SANDRA MCKENNEY, Ex-Officio | DATE |

SIGNATURE PAGE
Planning Board
April 06, 2022

| Amendment Approvals: | | |
|-------------------------------|--------------------------------|--------------|
| Amendment Description: | Approval: | Date: |
| | | |
| | DIANE ADINOLFO, Chair | DATE |
| | | |
| | CHAD PELISSIER, Vice Chair | DATE |
| | | |
| | MICHAEL FRASCINELLA, Member | DATE |
| | | |
| | N/A, Member | DATE |
| | | |
| | N/A Alternate Member | DATE |
| | | |
| | SANDRA McKENNEY, Ex-Officio | DATE |

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16 School Street
Allenstown, New Hampshire 03275

Meeting Date: 04/06/2022

Sign-In Record

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