

TOWN OF ALLENSTOWN
Planning Board
16 School Street
Allenstown, New Hampshire 03275
August 15, 2018

Call to Order.

The Allenstown Planning Board Meeting for August 15, 2018 was called to order by Chair Mike O'Meara at 6:30 p.m.

Roll Call.

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

Ex-Officio: Sandy McKenney

Others Present.


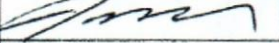
Residents of Allenstown: None - See Below:

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

Meeting Date: 08/15/2018

Sign-In Record

Print Name	Signature	Indicate applicable status	
		Allenstown Resident	If no, state Organization represented
SILVIA GELLINS		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	AEF LLC
JOHN ROSEH		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	ROSEH CONSULTING

Others Present: Matt Monahan - CNHRPC

Other Public Officials: None

Allenstown Staff: None

11/01/2017
12:00 PM
12:00 PM
11/01/2017
12:00 PM

Call to Order

The Association Board Meeting for the 2017 was called to order by the
President at 12:00 PM.

Roll Call

The roll call was taken by the President and the results were as follows:
Present: 12

12:00 PM Meeting

Other Business

Resolution of Association Board, per Board

Adjourn

11/01/2017
12:00 PM
12:00 PM
11/01/2017
12:00 PM

Meeting of the Board

President	John Doe
Vice President	Jane Smith
Secretary	Bob Johnson
Treasurer	Alice Brown
Director of Operations	Charlie White
Director of Finance	Diana Green
Director of Marketing	Frank Black
Director of HR	Grace Grey
Director of IT	Henry Blue
Director of Legal	Ivy Red
Director of Compliance	Jack Purple
Director of Safety	Karen Yellow
Director of Environmental	Liam Orange
Director of Community	Mia Pink
Director of Public Affairs	Noah Brown
Director of Government Relations	Olivia Green
Director of Investor Relations	Peter Blue
Director of Media	Quinn Red
Director of Social Media	Rachel Yellow
Director of Content	Sam Orange
Director of Design	Tina Pink
Director of Development	Uma Brown
Director of Production	Victor Green
Director of Distribution	Wendy Blue
Director of Sales	Xavier Red
Director of Marketing	Yara Yellow
Director of Customer Service	Zoe Orange
Director of Training	Adam Pink
Director of HR	Bella Brown
Director of Compensation	Caleb Green
Director of Benefits	Diana Blue
Director of Employee Relations	Ethan Red
Director of Labor Relations	Fiona Yellow
Director of Safety	Gavin Orange
Director of Environmental	Hannah Pink
Director of Community	Ian Brown
Director of Public Affairs	Jessica Green
Director of Government Relations	Kyle Blue
Director of Investor Relations	Laura Red
Director of Media	Michael Yellow
Director of Social Media	Nicole Orange
Director of Content	Oliver Pink
Director of Design	Pamela Brown
Director of Development	Quinn Green
Director of Production	Ryan Blue
Director of Distribution	Sarah Red
Director of Sales	Thomas Yellow
Director of Marketing	Uma Orange
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Director of Employee	

OLD BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

a. 2019 Planning Board Budget.

The Chair presented a draft of the 2019 Planning Board budget, prepared in accordance with town guidelines, for discussion. The Chair advised that the draft budget was essentially the 2018 Default Budget, which was the same as the 2017 budget. The increases requested for the 2018 budget cycle had been denied as a result of the 2018 town vote.

The Chair advised that the 2019 budget as drafted would not cover normal and expected operating expenses of the Board, and it was his belief that the Board should again present the budget increases that were originally requested in 2018 as part of the 2019 budget cycle, as these more accurately reflected operating costs during a normal year. It was also acknowledged that so far, 2018 had been a somewhat abnormal year for the Planning Board, with more applications than that seen in a typical year. Following discussions, the Board agreed that the increases originally sought for the 2018 budget should be requested as part of the 2019 budget cycle.

Chad Pelissier then asked about the status of the current CIP. The Chair advised that, based on information from CNHRPC, the CIP was six years old and should be considered for update, as the typical life-cycle is five years. The cost for updating the CIP would be approx. \$3,000 per information from CNHRPC. Following discussions, the Board agreed that the \$3,000 cost for updating the CIP should be added to the 2019 budget request, as this was an important component of the ability to impose Impact Fees, which, although not currently implemented, are permitted per town ordinance, and is something that the Board plans to look into in the future.

The Board authorized the Chair to prepare a budget totaling \$13,670.00 and submit to the town for the 2019 budget cycle.

NEW BUSINESS/RECEIPT OF APPLICATIONS & PUBLIC HEARINGS.

a. Conceptual Consultation – Advanced Excavating & Paving Site Walk.

Note: As the board would not reconvene after the Site Visit/Walk, the Chair modified the order of business to first address “Unapproved Minutes” and “Old Business/Receipt of Applications & Public Hearings” prior to the Conceptual Consultation.

Ms. Sharon Gelinas and Mr. Jon Rokeh were present at the meeting, representing the applicant.

The Chair advised that this was a Conceptual Consultation with the Planning Board, and as such was non-binding on either party. Following some general discussion regarding the conduct of the Site Visit, the board recessed at 6:47pm and proceeded to the Advanced Excavating facility on Gilbert Road.

The board reconvened at the Advanced Excavating facility at 6:57pm and was additionally accompanied by Mr. Bill Gelinas, Owner of Advanced Excavating & Paving. Mr. Gelinas and Mr. Rokeh hosted the visit.

The site consists of a lower and upper level. The lower level is used to store materials such as soil and the like, which is trucked on to and off the site, while the upper level is used to store waste materials such as concrete for crushing and processing into other materials, primarily for road bed uses.

Mr. Rokeh began by showing members the activities currently being conducted at the location, explained the water retention measures in place and advised that all water was retained on site.

The lower level is used exclusively for storage and no processing activities take place. Several mounds of neatly piled materials were observed on this level with tidy and orderly surroundings. No concerns were noted.

The members next drove to the upper level and alighted from vehicles to conduct a physical/visual inspection by walking the location. Several piles of concrete and asphalt were observed on this level. No active processing of the waste materials was in progress and no processing equipment was on-site. It was stated that processing equipment is brought to the site on an as-needed basis and removed when processing activities are completed. No equipment is stored long-term on the site.

It was stated that no chemicals or other hazardous materials are stored on the site and no evidence of such materials was observed during the visit.

As observed from the site visit/walk, the general consensus from board members was of a generally tidy operation, consistent with the operation at hand, that appears to be well managed. Roadways appear well maintained to support current operations, and storage areas appear well delineated and self-contained, with no apparent cross-contamination between operations.

The site visit concluded at approx. 7:12 pm with meeting adjournment immediately thereafter.

UNAPPROVED MINUTES:

- a. Review and approve minutes from the August 01 meeting.

The Chair presented the draft minutes from the August 01, 2018 Planning Board meeting for review and approval and requested a motion to approve the minutes of the August 01, 2018 meeting as written. Motion to approve made by Sandy McKenney. Motion seconded by Mike Frascinella.

Vote: Diane Adinolfo–Yes, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes, and Mike O’Meara–Yes.

Motion passed and the minutes for the August 01, 2018 meeting were approved.

IV. CORRESPONDENCE & OTHER BUSINESS:

- a. None

V. STAFF UPDATE:

- a. None

VI. ADJOURN

There being no further business before the board, the Chair requested a motion to adjourn.
Motion to adjourn made by Sandy McKenney. Motion seconded by Chad Pelissier.

Vote: Diane Adinolfo–Yes, Sandy McKenney–Yes, Chad Pelissier–Yes, Mike Frascinella–Yes,
and Mike O'Meara–Yes.

Motion passed, and the meeting was adjourned at 7:12 p.m.

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

Signature Page

Approval:	
<i>Michael A. O'Meara</i>	<i>9/05/2018</i>
MICHAEL O'MEARA, Chair	DATE
<i>Excused For 9/5/18 MTC.</i>	
CHAD PELISSIER, Vice Chair	DATE
<i>Diane Adinolfo</i>	<i>9/5/18</i>
DIANE ADINOLFO, Member	DATE
<i>Michael Frascinella</i>	<i>9/5/2018</i>
MICHAEL FRASCINELLA, Member	DATE
<i>Sandra McKenney</i>	<i>09-05-18</i>
SANDRA McKENNEY, Ex-Officio	DATE

TOWN OF ALLENTOWN

Planning Board

16 School Street

Allenstown, New Hampshire 03275

Meeting Date: 08/15/2018

Sign-In Record

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