



**Planning Board Meeting Minutes
Allenstown Town Hall - 16 School Street
Allenstown, New Hampshire 03275
December 06, 2023**

Call to Order

The Allenstown Planning Board Meeting of December 06, 2023 was called to order by Chair Diane Adinolfo at 6:30 PM. Chair Adinolfo called for the Pledge of Allegiance.

Roll Call

Present on the Board: Diane Adinolfo, Sandy McKenney, Michael Frascinella, and Michael Juranty.

Excused: Chad Pelissier

Absent: N/A

Ex-Officio: Sandy McKenney

Residents of Allenstown: None

Allenstown Staff: Derik Goodine – Town Administrator

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

*With Chad Pelissier excused, Chair Adinolfo invited Ryan Beaudry to participate as a Full Member for this meeting.

OLD BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- None

NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- **Public Hearing – Proposed Changes to the Allenstown Zoning Regulations**

Proposed revisions to the Allenstown Zoning Ordinance as outlined in the previously published Public Hearing Notice.

Chair Adinolfo opened the Public Hearing on proposed changes to the Allenstown Zoning Ordinance at 6:33 PM and invited comments and input from members of the public.

There being no members of the public present at the meeting location or in attendance via remote link from whom to gather input, the Chair invited any additional comment or input on the changes from members of the Board and others present at the meeting.

There being no further input, the Chair closed the Public Hearing at 6:34 PM, advancing the proposed changes to Town Meeting in March 2024 for consideration by town residents for approval or rejection of the proposed changes.



- **Public Hearing – Proposed Changes to the Allenstown Subdivision and Site Plan Regulations**

Proposed revisions to the Allenstown Subdivision and Site Plan Regulations as outlined in the previously published Public Hearing Notice.

Chair Adinolfo opened a Public Hearing on the proposed Changes to the Allenstown Subdivision and Site Plan Review Regulations at 6:36 PM and invited comments and input from members of the public.

There being no members of the public present at the meeting location or in attendance via remote link from whom to gather input, the Chair invited any additional comment or input on the proposed changes from members of the Board and others present at the meeting.

Given that Warrant Articles are being prepared, Brian Arsenault asked if the Board wanted to update Planning Board regulations to address private wells vs public water mains. Michael O'Meara advised that further changes would require another Public Hearing. Chair Adinolfo asked about the reason for the inquiry, asking if it was just a question of if there were issues that needed to be addressed? Mr. Arsenault responded by citing the Town of Pembroke requirement to tie into a public sewer if it runs past a property and related matters that he is aware of regarding capacity and proposed development in that town. He expanded by discussing a proposed subdivision in Allenstown that has public water available nearby (not in front of the property), but that Allenstown does not have a requirement for an applicant developing a property to tie into the public water main vs providing a private well. He added that there were some recent communications about whether an applicant is required to tie into the nearby water main. He opined that he does not believe the applicant should be required to tie into the water main, but that clarity on the subject is lacking. As an example, he asked if it is the responsibility of an applicant to bring a water main several hundred feet down a street to in front of their property?

After further discussion around the logistics of making such a regulation change, i.e., development and discussion of proposed language by the Board, the time remaining to accomplish that and then hold a second public hearing, it was decided to table the matter for future review by the Board.

There being no further input, the Chair closed the Public Hearing for proposed changes to the Subdivision & Site Plan Review Regulations at 6:45 PM

Adoption of Proposed Site Plan Review Regulations Changes

Sandy McKenney made a Motion to approve the proposed changes to the Site Plan Review Regulations. Michael Frascinella seconded the Motion.

Roll call vote was taken.

Diane Adinolfo- Aye, Sandy McKenney- Aye, Michael Frascinella- Aye, Michael Juranty- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the proposed changes to the Site Plan Review Regulations were approved.

Adoption of Proposed Subdivision Regulations Changes

Sandy McKenney made a Motion to approve the proposed changes to the Subdivision Regulations. Ryan Beaudry seconded the Motion.



Roll call vote was taken.

Diane Adinolfo- Aye, Sandy McKenney- Aye, Michael Frascinella- Aye, Michael Juranty- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the proposed changes to the Subdivision Regulations were approved.

UNAPPROVED MINUTES

- **November 01, 2023**

Sandy McKenney made a Motion to approve the minutes of November 01, 2023.

Michael Frascinella seconded the Motion.

Roll call vote was taken.

Diane Adinolfo- Aye, Sandy McKenney- Aye, Michael Frascinella- Aye, Michael Juranty- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the minutes for November 01, 2023 were approved.

CORRESPONDENCE & OTHER BUSINESS

- Michael O'Meara advised that a Subdivision & Site Plan Application from Allenstown Aggregate of 179 Granite Street would be before the Board at the January 03, 2024 meeting.
- He also advised it was possible that a Subdivision Application for 2 Main Street would also be before the Board on January 03, pending receipt of updated information from the applicant's engineer.

SUBCOMMITTEE & STAFF UPDATE

None.

BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER UPDATES

Brian Arsenault advised that the owner of the properties at 39 - 43 Allenstown Road has a potential new tenant and that he would be following up with him.

Mr. Arsenault also advised that the main sewer manhole at 25 Canal Street was repaired, and he is working to close out the property.

SCHEDULING OF NEXT MEETING

The next meeting of the Board is scheduled for December 20, 2023.

ADJOURN

Sandy McKenney made a Motion to adjourn. Ryan Beaudry seconded the Motion.

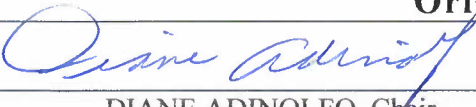
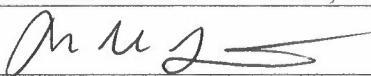

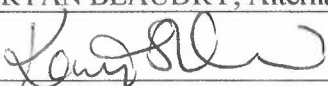
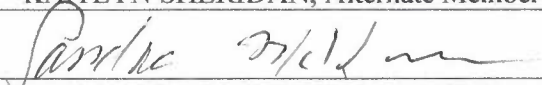
Roll call vote was taken.

Diane Adinolfo- Aye, Sandy McKenney- Aye, Michael Frascinella- Aye, Michael Juranty- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the meeting was adjourned at 6:56 P.M.



Signature Page
Town of Allenstown Planning Board
Public Meeting Minutes
December 06, 2023

Original Approval:	
	1-3-24
DIANE ADINOLFO, Chair	DATE
ABSTAIN	N/A
CHAD PELISSIER, Vice-Chair	DATE
EXCUSED	N/A
MICHAEL FRASCINELLA, Member	DATE
	1/3/24
MICHAEL JURANTY, Member	DATE
	1/3/24
RYAN BEAUDRY, Alternate Member*	DATE
	1/3/24
KAITLYN SHERIDAN, Alternate Member*	DATE
	01-03-24
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
	SANDY McKENNEY, Ex-Officio	DATE

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