

**TOWN OF ALLENSTOWN**  
**Planning Board**  
**Allenstown Town Hall –16 School Street**  
**Allenstown, New Hampshire 03275**  
**Meeting Minutes**  
**July 20, 2022**

**Call to Order & Pledge of Allegiance**

The Allenstown Planning Board Meeting of July 20, 2022 was called to order at 6:31pm by Chair Diane Adinolfo. Chair Adinolfo called for the Pledge of Allegiance.

**Roll Call**

Present on the Board: Diane Adinolfo, Mike Frascinella, Sandy McKenney

Excused: Matt Monahan, Chad Pelissier

Ex-Officio: Sandy McKenney

Residents of Allenstown: None

Allenstown Staff: Derik Goodine – Town Administrator  
Brian Arsenault, Code Enforcement Officer (remote & alone)

Others present: Mike O'Meara – Volunteer Administration

Public Officials: None

**OLD BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS**

None.

**NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS**

None.

**UNAPPROVED MINUTES**

• **July 06, 2022**

Ms. McKenney made a Motion to approve the meeting minutes of July 06, 2022 as amended. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

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

The Motion passed, and the minutes for July 06, 2022 were approved as amended.

## **CORRESPONDENCE & OTHER BUSINESS**

- **Review of land parcel formerly occupied by the recently demolished Convent**

Mr. O'Meara provided the property card and an excerpt from the zoning map for the Convent parcel and the overall parcel (school and church). He said the Convent occupied Lot #-288 but the zoning card has it as 286. He believes this is just an error on the card because the size of the land occupied by the convent corresponds with the details on the card and the address.

Mr. Arsenault said the building predates the zoning. He said it is zoned residential, but the use is commercial. Chair Adinolfo asked whether someone could come before the Zoning Board wanting to put in office space. Mr. Arsenault said no because it's zoned residential.

Mr. Goodine said if he were to buy it, he would build a 5-unit apartment, 3 stories there for affordable/ workforce housing.

Mr. Arsenault said with regard to the demolition permit, the town charges a dollar per assessed value and the assessed value was approximately \$619,000.

- **Phased Development Proposal- Update to the Board**

Mr. O'Meara said he researched phased development in several different towns and the information ranges from a few lines in an existing ordinance to a 7-page ordinance with a flow chart. He said he needs to digest this more before he comes up with something for Allentown. He said he is hoping to have an outline proposal before the August 3<sup>rd</sup> or August 17<sup>th</sup> meeting with a public hearing in September.

## **STAFF UPDATE**

- Ms. McKenney said that at a Selectboard meeting, the BOS had discussed putting something in with the tax bills that outlines what each of the Town boards do, to potentially recruit volunteers. Mr. Arsenault said he would assist in this effort.

## **BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER UPDATES**

- Mr. Arsenault said he would like to inform the Planning Board that the gentleman that is running the used car lot at 66 School Street is in full compliance with only selling 5 vehicles there and he is expanding his business to include the former Martel site, which is also on School Street, up front. He said he removed the old awning and will be putting up a new sign. His wife and mother-in-law will be selling t-shirts and arts and crafts. He thinks they will only be working there a couple of days per week.

## **SCHEDULING OF NEXT MEETING**

The next meeting will be August 03, 2022 at 6:30 pm in Town Hall.

**ADJOURN**




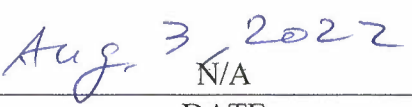
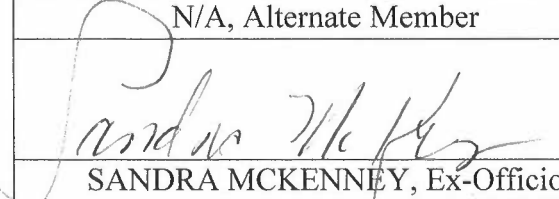
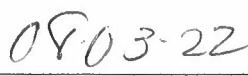
Ms. McKenney made a Motion to adjourn. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

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

The Motion passed and the meeting was adjourned at 6:56pm.

**SIGNATURE PAGE**  
**Allenstown Planning Board**  
**July 20, 2022**

Approval:	
	
DIANE ADINOLFO, Chair	DATE
N/A	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**  
**July 20, 2022**

<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>	<b>Approval:</b>	<b>Date:</b>
	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