

**Allenstown Planning Board  
16 School St.  
Allenstown, New Hampshire  
03275**

**Allenstown Planning Board Meeting Minutes**

**Date:** February 13, 2013

**Location:** Allenstown Town Hall

**Time:** 6:30 PM

Note: Although these minutes may contain direct quotes, they are not verbatim. Many sections contain a general description the remarks of the participants as interpreted as both indicated by the transcriber and should not be relied upon as the actual intent of the participant's statement. Additionally, many statements have been omitted, condensed and generalized based on the interpretation of the transcriber as to the relevance, content, specificity, accuracy, and/or conformity to any applicable statute. The transcriber assumes no liability for the contents of the document.

**Meeting was opened by Chair Dick Merrill at 6:35 p.m.**

**BOARD MEMBERS PRESENT:** Chair Dick Merrill, Vice Chair Chad Pelissier, Ex-Officio Jason Tardiff, Chris Roy, Andrea Martel

**BOARD MEMBERS ABSENT:**

**PUBLIC MEMBERS PRESENT:** Matt Monahan from CNHRPC and Shaun Mulholland.

**UNAPPROVED MINUTES:**

Review of January 23, 2013 minutes. Chris made a motion to approve minutes as written. Chad seconded the motion. Motion passed and minutes signed.

**RECEIPT OF APPLICATIONS AND PUBLIC HEARINGS:**

No applications or public hearings.

**OLD BUSINESS:**

Board member reviewed letter drafted by Matt Monahan to be issued to all gravel pit owners. The Board members approved letter written and requested it be sent to the attorney for review. Once reviewed and approved by attorney, send the letter out to all gravel pit owners.

Dick discussed an email between himself and attorney Biron Bedard regarding Mr. Donigian. After discussion Chris made a motion to ratify the value of \$208,900 determined in March of 2009 for the road and improvements known as Chestnut Drive for purposes of accepting a title insurance policy form the applicant as required by the Allenstown Planning Board subdivision regulations. Chad seconded the motion. Motion passed.

Jason informed the board that the expenses and fees need to be monitored by the Planning Board for each applicant. Shaun Mulholland explained how the income and expenses are now being done at Town Hall and is requiring all departments and boards to follow the same accounting procedures. Shaun stated he will be sending out weekly budget reports.

**NEW BUSINESS:**

No new business to discuss.

**CORRESPONDENCE AND OTHER BUSINESS:**

Dick presented a letter from City of Concord Planning Board that he had received regarding a public hearing. No action needed.

Matt updated the board on the project in Hooksett. Matt received the plan and reviewed both the plan and RSA 674:53 IV. The Chairman is required to sign the Mylar copy of the plan if there is a section of the town shown on the map.

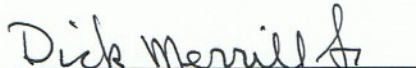
Matt updated the board on the Holiday Acres project. Reviewed map that was found and at this time it is still undermined if the eight (8) lots are merged. The tax map shows the lots merged as one lot however, each individual lot is being taxed. Both Matt and Shaun discussed the class 6 road and who owns the gate.


**STAFF UPDATE:**

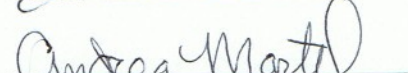
No updates to discuss.

**ADJOURN:**

With no further business to discuss, Chris made a motion to adjourn the meeting. Chad seconded the motion. Motion was voted on and unanimously passed. Meeting was adjourned at 8:210 pm.

  
Dick Merrill, Chairman

  
Jason Tardiff - Ex-Officio

  
Andrea Martel, Secretary, Member

  
Chad Pelissier, Vice Chairman

  
Chris Roy, Member

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Alternate