

**TOWN OF ALLENSTOWN**  
**Planning Board**  
**16 School Street**  
**Allenstown, New Hampshire 03275**  
**August 05, 2020**

**CALL TO ORDER**

The Allenstown Planning Board Meeting of August 05, 2020 was called to order by Chairman Mike O'Meara at 6:30 p.m. Chair O'Meara called for the Pledge of Allegiance.

Chair O'Meara next read a statement establishing authority to hold an electronic meeting, along with remote viewing and listening guidelines.

As Chair of the Allenstown Planning Board, I, Mike O'Meara, find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are (will be):

- a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means.*** We have a Zoom conference calling session set up for those listening. The instructions are on the Town website on the Planning Board agenda page.
- b) Providing public notice of the necessary information for accessing the meeting.*** We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Town of Allenstown Planning Board page attached to the agenda for this meeting.
- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access.***
- d) Adjourning the meeting if the public is unable to access the meeting.***

**ROLL CALL**

Present on the Board: Mike Frascinella, Sandy McKenney, Diane Adinolfo, Chad Pelissier, Mike O'Meara, Alternate Matt L'Heureux

Ex-Officio: Sandra McKenney

Residents of Allenstown: None

Others present: Matt Monahan, CNHRPC  
Sharon Somers, Town Attorney  
Jim Rodger, Allenstown Sewer Commission



Carl Caporale, Allenstown Sewer Commission  
Jeff Backman, Allenstown Sewer Department Superintendent  
Tom Zajak, Project Engineer, Hayner/Swanson  
John Cronin, Counsel for Brady Sullivan, Cronin, Bisson & Zalinsky, PC  
Chris Lewis, Project Architect  
Stephen Pernaw, Stephen G. Pernaw and Company, Traffic Expert;  
Mark Fougere, Fougere Planning & Development;

Allenstown Staff: Derik Goodine, Town Administrator

Other Public Officials: None

Chair O'Meara stated that, at the request of Town Administrator Derik Goodine, he wished to notify members of the public that Facebook Live is not monitored; there is a 30 to 60-second delay with that platform. People are welcome to call the conference line, 485-7321, password 1234, if they wish to participate, as this is the official platform. Zoom participation is also available.

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

### **▪ China Mill - Continuation of Application and Public Hearing**

Chair O'Meara stated that this is a continuation of the July 1<sup>st</sup> meeting, at which the Board could not act on completeness because they were awaiting written waiver requests. He asked Mr. Monahan to recap the situation with this application.

Mr. Monahan stated that a determination of regional impact was made at the July 1, 2020 Planning Board meeting. Development of Regional Impact comments have been received from the Central NH Regional Planning Commission and from the Town of Pembroke, which he will present during this meeting. He said that two written waiver requests need to be dealt with at this meeting, so that a determination of completeness can be made. Mr. Monahan reported the receipt just today of the engineering comments. A community facilities impact study is pending. The applicant is seeking a variance regarding parking space sizes from 10 by 20 to 9 by 20 feet, which will be decided by the ZBA. The applicant has applied for the tax incentive allowed under RSA 79e, which is under the jurisdiction of the Select Board; the Planning Board has no role, but will want to be aware. An all-way STOP sign has been proposed, and a request will come before the Select Board sometime down the road. Mr. Monahan stated that most of the issues in his first report have been dealt with, and the Town's engineer, Mike Trainque, has told him that none of the engineering report issues are tied to completeness.

### Waiver Requests

Chair O'Meara stated that the Board should next take action on the two waiver requests put forth in a memo from Tom Zajak of Hayner/Swanson dated July 28, 2020.

The first, he said, is a request that the requirement for new underground electrical and telecommunication services, Item #36 on the Site Plan Checklist, be waived. The waiver request states that there are a number of site constraints which limit the developer's ability to comply



with the requirement for underground electrical and telecommunication services as they renovate and redevelop the property. Namely, the existing China Mill building and the Waste House building on the northern section of the site are bisected from the existing poles and services located on the southerly side by the canal and/or the canal spillway. The canal is 35 feet wide and 12 feet deep. Also, there are many sewer, water and drainage pipes underground, many of which will be re-used or abandoned in place. In the opinion of Hayner/Swanson, new underground installations would require significant and unnecessary construction costs to develop. Also, a number of unused overhead services will be removed, with a net effect of fewer poles and services.

Ms. McKenney asked if there would be fewer poles after the renovation.

Mr. Zajak said yes, these unused overhead service lines were installed to link the hydro facility with the PSNH property, which did not happen.

Ms. McKenney asked if any overhead poles would be in the parking lot.

Mr. Zajak responded that they are all outside of the parking lot.

Mr. Frascinella said that it is hard to visualize all of this, and it would be helpful to have a diagram or a photograph. He said the substation has lines going north to Pembroke and across to the Mill. He asked if that is where the power comes from.

Mr. Zajak said that was correct, and that he would share his screen depicting the site plan. He indicated the location of Lot 4, which is PSNH property. He said that hydropower goes into the substation by the river, and is net-metered and flows back into the grid. The new overhead service was to connect directly to the substation.

Mr. Frascinella said that answered his question.

Ms. McKenney made a motion to approve the waiver allowing new electricity and telecommunication utility services at the renovated and redeveloped China Mill site to be overhead installations. Ms. Adinolfo seconded the motion.

Chair O'Meara called for a roll call vote on the motion.

Diane Adinolfo – Aye, Sandy McKenney – Aye, Mike Frascinella – Aye, Chad Pelissier – Aye, and Michael O'Meara – Aye.

The motion carried unanimously, and the Waiver Request was approved.

Chair O'Meara presented the second waiver request, Item #45 on the Site Plan Checklist. From the same July 28<sup>th</sup> memo as the first waiver request, he said, this is a request for a waiver from the requirement of Site Plan regulation 7-01a, the maintenance of a 25-foot wetland buffer during construction activity. The applicant claims that portions of the buffer will be disturbed and/or redeveloped according to the plan of the applicant. Specifically, the northerly portion of the site along the rear of China Mill and the Waste House has direct frontage on the Suncook



River. This area, the waiver request says, was disturbed or improved, likely in the late 1800's during construction of the mill. There is currently a mix of previously disturbed lawn/vegetated areas, and improvements such as stone retention walls, a smokestack structure, drainage outlet pipes and utility services. Many areas are overgrown with low-growth vegetation and invasive species, due to lack of ongoing maintenance. Portions of the existing stone retaining wall have collapsed or are in need of repairs.

Ms. McKenney asked if Mr. Zajak had pictures for the screen.

Mr. Zajak responded that he did not, but could use his current map to reference the area being discussed. He said that portions of the existing stone retaining walls shall be repaired or replaced in-kind. He indicated an area beginning at the northeast corner where the site abuts the old railroad right-of-way and the PSNH property running between the China Mill site and Hemlock Island, ending where the building juts out in the back. This, he said, is 500 feet that was developed and disturbed in the late 1800's. The applicant proposes repairing and replacing, as necessary, the existing retaining wall, and has a permit by notification from the NH Wetlands Bureau to do this. He said that a new retaining wall will be constructed to allow for a new parking/loading area in the rear of the China Mill building, portions of which will be within the buffer area. Existing invasive and nuisance vegetation will be removed and replaced with numerous proposed plantings. Lawn areas will be seeded and stabilized to prevent erosion and sedimentation flowing into the Suncook River. Stormwater management improvements are proposed to provide qualitative treatment and quantitative attenuation of runoff generated from the site in which none currently exists. The smokestack structure will remain. The plan is to redevelop and restore the previously disturbed buffer.

Mr. Frascinella shared pictures of the retaining wall in its current state which the applicant is trying to restore.

Chair O' Meara stated that they are proposing improvement of the buffer and that requiring them to not disturb the buffer would be an undue hardship.

Ms. Adinolfo made a motion to allow portions of the 25-foot wetland buffer area to be disturbed and/or redeveloped in accordance with the site plans of the applicant. Ms. McKenney seconded the motion.

Chair O'Meara called for a roll call vote on the motion.

Diane Adinolfo – Aye, Sandy McKenney – Aye, Mike Frascinella – Aye, Chad Pelissier – Aye, and Michael O'Meara – Aye.

The motion carried unanimously, and the Waiver Request was approved.

#### Completeness

Mr. Monahan stated that, with the granting of the two waivers, the application is complete. He reiterated that the engineering review is not relevant to completeness, per Mike Trainque, the Town's engineer.



Ms. McKenney made a motion stating that the application is complete. Ms. Adinolfo seconded the motion.

Chair O'Meara called for a roll call vote on the motion.

Diane Adinolfo – Aye, , Sandy McKenney – Aye, Mike Frascinella – Aye, Chad Pelissier – Aye, and Michael O'Meara – Aye.

The motion carried unanimously, and the application was deemed complete.

#### Regional Impact Responses

Mr. Monahan next presented the regional impact information received from the Central NH Regional Planning Commission and the Town of Pembroke.

From Pembroke, since they have the same wastewater treatment system, they want assurance that there is enough capacity for the new development, as well as their needs. They expressed concern about the traffic impact in general. For Broadway and Pembroke Streets specifically, they are doing a corridor study and are asking that Allenstown participate by including their streets. They had questions about the parking, but they may have looked at an older plan.

The Central NH Regional Planning Commission has several comments prepared by Steve Henninger. Regarding the number of dwelling units, this development represents less than a one percent increase for Allenstown and less on the region as a whole. As for proximity to neighboring communities, he noted that Hemlock Island is in Pembroke. Impact on the transportation networks has been determined to be an increase of 22 vehicles per day on Route 3 North. This is noticeable but not worrisome. There is no concern about noise or emissions, as this is a residential development. Mr. Henninger suggested looking at solar panels for the roof and electric vehicle charging stations. The proximity to shared aquifers is an issue which the Town's engineer and DES will review as part of the Alternation of Terrain permit. The sewer treatment plan is identified as a shared facility. The capacity is adequate, per the Allenstown Sewer Commission, but a capacity study is pending.

Mr. Monahan continued, presenting the recommendations of Mr. Henninger. Both Pembroke and Allenstown are MS-4 communities, sharing the waters of the Merrimack and Suncook Rivers and thus would share that responsibility. Mitigation of soils should be addressed because of possible contamination from former industrial uses. The applicant is working on this with the DES. There is an opportunity for a link on the Merrimack River Rail Trail. Hemlock Island could be protected, perhaps via a conservation easement. The DOT corridor study should include Allenstown. The wastewater treatment plant issue should be resolved prior to approval of the application. Opportunities for recreation and energy efficiency should be explored.

Ms. McKenney asked if solar panels can be installed on flat roofs.

Mr. Monahan said they would have to deal with loading and other issues, but it could be done, perhaps in conjunction with the hydropower.



Mr. Lewis stated that they look at solar for all projects. Here, he said, they are challenged because there are a lot of units on the roof already. This is a clutter issue.

Mr. Frascinella referred to the section which says it doesn't provide for treatment of stormwater prior to discharge.

Chair O'Meara explained that this was before the new site plan.

Mr. Zajak confirmed that this is the case.

Mr. Frascinella said he had three questions regarding the shared sewer treatment facility. What is the capacity of the plant? What is the percentage being used currently? What about Pembroke hookups?

Mr. Backman responded that this should be discussed at the ASC meeting with their engineer present.

Chair O'Meara noted that there is an agreement between Allentown and Pembroke regarding sewer capacity.

#### Public Hearing

Chair O'Meara opened the public hearing at 7:15 pm.

Mr. Backman thanked the Planning Board for holding this hearing. He said that Allentown Sewer is excited about this development and looks forward to working with all parties on it. He continued, saying that traffic and safety in the neighborhood are concerns, with one of the highest concerns being the intersection of Canal and Main Streets. He said it doesn't have room for additional traffic, and it is a difficult turn – even more so when traffic is queued. Parking is an issue at that intersection as well. The width of the street is also an issue, with some areas only 18 feet wide. This is a safety issue, he said, and he would hate to see anyone hurt. The buildings there are very close together.

Mr. Backman next referred to Allentown Sewer's hauler accounts. He said that if business drops and they lose accounts, it will affect sewer rates for all Allentown ratepayers. He said they handle 20% of the State's hauled waste and the State needs haulers.

Chair O'Meara said that these are legitimate concerns which need to be addressed – to be solved or at least mitigated. The relevant parties should get together, including ASC, the Fire Department, the Police Department, CNHRPC, and the applicant.

Mr. Monahan said they held an informal TRC prior to the submission of the application and an official TRC after. This would be a good time to hold a TRC just for the traffic issue, especially since they now have the engineering comments.

Chair O'Meara said this is an excellent idea. He asked Mr. Monahan to set up and coordinate the TRC.

Mr. Cronin said this is the first serious expression of concern about traffic. He said they need to delve into the engineering report. He asked if Allentown Sewer has traffic studies regarding the haulers.

Mr. Backman said they have lots of traffic studies. At a maximum, he said, the haulers make 50 trips in and 50 trips out in a day. Allentown Sewer has other deliveries for items such as chemicals, and another nearby business has vehicles going in and out.

Mr. Cronin asked about the accident history from when the mill was operating

Ms. McKenney asked if there were any recent concerns.

Mr. Backman said that he was not aware of any.

Mr. Frascinella suggested checking police department accident reports.

Mr. Monahan presented a list of those he would like to have involved in the traffic TRC: Derik Goodine, Mike Trainque, Mike O'Meara, Jeff Backman, Tom Zajak, Chad Pelissier, Steve Pernaw and himself. He said he would also like to have representatives from Police and Fire. From Central NH Regional Planning, he would like to include Steve Henninger, who has over 20 years of experience, and Dean Williams, a traffic expert.

Chair O'Meara asked him to schedule a meeting as soon as possible.

Mr. Fougere next presented his research on the likely number of school-age children in the proposed development. China Mill, he said, has plans for 23 one-bedroom apartments, 87 two-bedroom apartments and 40 three-bedroom units. By comparison Nashua Lofts 34, with a total of 200 units, has 21 three-bedroom units and three four-bedroom units. There are currently three school-age children living there. Looking at the Lofts at Mill West in Manchester, he reported 290 total units, with 19 three-bedroom units and one four-bedroom unit. Here there are three school-age children as well. He said that his estimate of 10 to 14 school-age children is conservative, and that this is not a place that people with school-age children choose to live. The impact isn't there, he concluded.

Chair O'Meara asked Mr. Fougere to summarize his findings in a report.

Mr. Fougere stated that he has done that and supplied Mr. Monahan with the report.

Mr. Monahan said he plans to share the report with Mr. Henninger.

Chair O'Meara said that was a good idea.

Chair O'Meara next said that he was seeking the agreement of the applicant to continue the meeting, including the public hearing, until September 2, 2020.



Mr. Zajak said that would work well for them because they will have time to review the report of the Town's engineer.

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

- None

## **UNAPPROVED MINUTES**

Ms. McKenney made a motion to approve the minutes of the July 15, 2020 meeting as written. Ms. Adinolfo seconded the motion.

Chair O'Meara called for a roll call vote on the motion.

Diane Adinolfo – Aye, Sandy McKenney – Aye, Mike Frascinella – Aye, Chad Pelissier – Aye, and Michael O'Meara – Aye.

The motion carried unanimously, and the minutes of the July 15, 2020 meeting were approved.

## **CORRESPONDENCE & OTHER BUSINESS**

None

## **SCHEDULING OF NEXT MEETING**

Chair O'Meara stated that the next meeting of the Planning Board is scheduled for August 19<sup>th</sup>.

## **ADJOURNMENT**

Ms. McKenney made a motion to adjourn at 7:45 pm. Ms. Adinolfo seconded the motion.

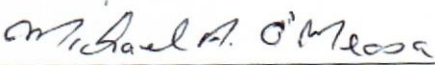
Chair O'Meara called for a roll call vote on the motion.

Diane Adinolfo – Aye, Sandy McKenney – Aye, Mike Frascinella – Aye, Chad Pelissier – Aye, and Michael O'Meara – Aye.

The motion carried unanimously, and the meeting was adjourned.



**SIGNATURE PAGE****Planning Board****August 05, 2020**

<b>Approval:</b>	
	19-Aug-2020
MICHAEL O'MEARA, Chair	DATE
Yes – Via Remote Roll Call Voice Vote	19-Aug-2020
CHAD PELISSIER, Vice Chair	DATE
Yes – Via Remote Roll Call Voice Vote	19-Aug-2020
DIANE ADINOLFO, Member	DATE
Yes – Via Remote Roll Call Voice Vote	19-Aug-2020
MICHAEL FRASCINELLA, Member	DATE
N/A	N/A
MATT L'HEUREUX, Alternate Member	DATE
Yes – Via Remote Roll Call Voice Vote	19-Aug-2020
SANDRA MCKENNEY, Ex-Officio	DATE

**SIGNATURE PAGE**  
**Planning Board**  
**August 05, 2020**

<b>Amendment Approvals:</b>		
<b>Amendment Description:</b>	<b>Approval:</b>	<b>Date:</b>
	MICHAEL O'MEARA, Chair	DATE
	CHAD PELISSIER, Vice Chair	DATE
	DIANE ADINOLFO, Member	DATE
	MICHAEL FRASCINELLA, Member	DATE
	MATTHEW L'HEUREUX, Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE