

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

**Allenstown Planning Board Meeting Minutes**

**Date:** May 1, 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 Chris Roy at 6:38 p.m.**

**BOARD MEMBERS PRESENT:** Chairman Chris Roy, Ex-Officio Jeff Gryval, Andrea Martel

**BOARD MEMBERS ABSENT:** Vice Chair Chad Pelissier

**PUBLIC MEMBERS PRESENT:** Matt Monahan from CNHRPC

*Jeff Gryval stated that he will be the ex-officio in place of Jason Tardiff for a few months. Jeff thanked Chris Roy for attending the town's legal session.*

#### **UNAPPROVED MINUTES:**

Review of April 3, 2013 minutes. Andrea made a motion to accept the minutes as written. Jeff seconded the motion. Roll call: Chris-yes Andrea-yes Jeff-abstained. Minutes passed and signed.

Minutes of March 27, 2013 were previously amended. Amended minutes were signed.

#### **RECEIPT OF APPLICATIONS AND PUBLIC HEARINGS:**

No applications or public hearings.

#### **OLD BUSINESS:**

Matt updated the board on Allenstown Aggregate. A letter was sent by Department of Environmental Services (DES) and a meeting was held on April 29, 2013. Allenstown Aggregate is required to submit a plan to DES by mid-May. Planning Board should see an application by June.

#### **NEW BUSINESS:**

- a. PSNH Merrimack River permitting: Discussed developing a process to ensure that properties are receiving the appropriate approvals from PSNH before an approval from the Planning Board is granted. Also discussed sending a letter to PSNH requesting guidance on their requirements. Matt will draft a letter to review at the next meeting.
- b. Discussion on Master Plan survey: reviewed survey that will be sent to all Allenstown residents. Made changes to the survey, added a question about residents wanting to volunteer, and added a place to have resident provide an email address.
- c. Update from CNHRPC board meeting: Andrea updated the board about how the focus with CNHRPC is on Department of Transportation and conditions of roads and bridges.
- d. Update on website: Andrea had all members' present review mission statement. Jeff suggested adding the Capital Improvement Plan. Andrea will add the CIP and post to the new website. All other information is on the new website and ready to go.

#### **CORRESPONDENCE AND OTHER BUSINESS:**

Chris stated that the Fire Department is looking for a representative from the Planning Board to be on the Hazard Mitigation Committee. Jeff made a motion to elect Chad as the representative. Andrea seconded the motion. Motion passed.

#### **STAFF UPDATE:**

Andrea will send a letter to the Hooksett Banner requesting volunteers to fill the vacant spot on the Planning Board along with asking Town Hall to place on sign.

**ADJOURN:**

With no further business to discuss, Jeff made a motion to adjourn the meeting. Andrea seconded the motion. Motion was voted on and unanimously passed. Meeting was adjourned at 8:20 pm.



Chris Roy, Chairman

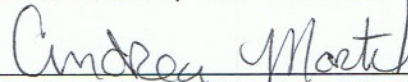


Jason Tardiff - Ex-Officio

Jeff Grynberg

Member

Chad Pelissier, Vice Chairman



Andrea Martel, Secretary, Member

Alternate