

TOWN OF ALLENSTOWN
Planning Board
Allenstown Town Hall –16 School Street
Allenstown, New Hampshire 03275
Meeting Minutes
May 04, 2022

Call to Order

The Allenstown Planning Board Meeting of May 04, 2022 was called to order at 6:30 PM by Chair Diane Adinolfo. Chair Adinolfo called for the Pledge of Allegiance.

Roll Call

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

Ex-Officio: Sandy McKenney

Excused: N/A

Residents of Allenstown: None

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

Others present: Arthur Sullivan – Brady Sullivan Properties (remote & alone)
Tom Zajac, Jr. P.E., Senior Engineer with Hayner/Swanson, Inc. (remote & alone)
Chris Lewis – Architect for Brady Sullivan Properties (remote & alone)
Jeff Backman, Wastewater superintendent (joined remotely later in the meeting)
Matt Monahan – CNHRPC (remote & alone)
Mike O'Meara – Volunteer Administration

Public Officials: None

OLD BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

None.

NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

• **Status Update- Lofts at 25 Canal Street**

Mr. O'Meara said he received a letter and a new set of plans from the Applicant in early April which was discussed at the last Planning Board meeting. The Applicant is present to discuss the changes as of April 8, 2022.

Mr. Zajac introduced himself as representing Brady Sullivan properties on their redevelopment of the China Mills. He said in the last year, they have really focused on the building itself and site work construction has commenced in earnest this Spring.

He said one of the challenges of these mill type projects is because of the aging of the property and lack of records. He said you really do not know what you have until you get into it, and they

have had a few design changes that affected the site plan itself. His letter of April 8th describes these changes as follows:

- Additional China Mill building 'appendages' to be demolished (near existing boiler house & loading areas)
- Previously proposed concrete stairs and main door at rear of China Mill building removed and replaced with 6-ft wide overhead door and concrete ramp, minor grading/drainage revisions
- Proposed Retaining Walls 'B', 'C' and 'D' added along the China Mill building south elevation along with associated added drainage
- Various sanitary sewer-related design changes, including revising the proposed China Mill West (CM W) Pump Station location and details, revising the China Mill East (CM E) Pump Station details, adding the new Waste House (WH) Pump Station and associated force main to SMH 4, revising Store House building sewer service and associated sewer mains to SMH 1, minor change to proposed sanitary sewerage flow based on a 1-bedroom room unit being changed to a 3-bedroom unit in the China Mill building
- Various drainage and stormwater management-related design changes, including additional yard drains and roof drain piping along the China Mill building north and south elevations, roof drain piping along the Store House building north and south elevations, roof drain piping and an infiltration trench along the Waste House building north elevation, minor changes to the at the proposed stormwater management areas (SMA A & SMA B)
- Add/revise various construction details and typical sections (paving, trenching, sidewalks, retaining walls, riprap, sewer pump stations, drainage, etc.)

He said they will still have 150 units, same amount of proposed parking spaces, driveways, and traffic patterns.

Mr. Zajac said since they have submitted this package to the Town, they have already received their AOT permit and a couple of comments from the Sewer Department and they will have to send an amended permit to NH DES Sewer Connection as well relating to a minor flow increase discussed above.

Mr. Lewis gave a quick overview of where they are at right now with the construction and showed the Board photographs. He showed a photograph of how it is coming together pertaining to the windows, original yard work and bricks.

Mr. Zajac said the photograph Mr. Lewis showed really emphasizes the need for the retaining wall outside the building. Mr. Arseneault agreed and said the lower units will get a lot more daylight due to the changes that were made. Mr. Zajac said they also have plans to sand the floors down to their original wood.

Ms. McKenney said the windows look great and asked if there were any safety precautions. Mr. Zajac said there will be limiters on the window so they can only open a certain amount. Mr. Arseneault said the windows will not be required to be open for a refreshing factor but to provide the unit with a bit of fresh air.

Mr. Goodine asked if they have any idea when they will begin leasing these out and what they think the rent will be. Mr. Zajac said the goal would be to start leasing early next Spring and rents would be driven by the market and it is tough to guess what that market will be.

Mr. Arsenault said regarding the minor changes that Mr. Zajac just laid out, he doesn't believe that the Town's engineer needs to do a review. He said he feels comfortable doing it and can reach out if he has any questions. Mr. Pelissier agreed with him.

Mr. Arsenault said he received a phone call after lunch from the Wastewater Superintendent. He wanted Mr. Arsenault to pass on that he had concerns that this development cannot physically attach the underground pipe to the sewer main on Canal Street. He said he looked at the Notice of Decision and did not see that and asked if the people present were aware of that. He wanted to see what the Board had to say about connecting the pipe underground.

Mr. O'Meara said there is nothing in the Conditions of Approval about the sewer connection and he submits to the Board that is a matter for the Sewer Commission and the Applicant to discuss and resolve rather than the Planning Board given that it was already filed with the Registry of Deeds. Mr. Zajac said the crux of the discussion was when Brady Sullivan was supplying the check for the sewer, and he would have to go back and look through his notes. He believes the timing of that was before the first Certificate of Occupancy. Mr. Arsenault said it would be detrimental to the project to remove the excavator and he can't physically dig the hole to connect the pipe. He thinks the Board should be aware that he will be onsite and ultimately be able to have Brady Sullivan physically attach the pipe to the Sewer Main on Canal Street and sort out the impact fee at the Certificate of Occupancy stage. Mr. Backman said he reviewed the plans, and they are able to connect on Canal Street. Mr. O'Meara confirmed that this is definitely outside the purview of the Planning Board and Mr. Arsenault can certainly represent and bring any issues back to the Planning Board.

Ms. McKenney made a Motion that the Board vote to accept the site plan changes as presented and Site Plan revision 6 dated April 8, 2022 without the need for any further application to the Board by the Applicant. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

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

The Motion passed, and the Board accepted the site plan changes as presented.

Note: Ms. McKenney said she would like another walk through of the property, which was subsequently held on May 10, 2022.

- **Proposed Site Plan Regulations Changes- change to Sec. 7.06, 7.06(a), and proposed new Sec. 7.06 (p) related to MS4 Requirements**

Mr. O'Meara asked Mr. Monahan to walk the Board through the proposed changes.

Mr. Monahan shared his screen for the Board and explained the only two changes there are in the Site Plan regs.

Mr. Arsenault asked about the Brady Sullivan project being impacted by one of the changes. Mr. Monahan said yes, and Mr. Arsenault said that he would work with them. Mr. Monahan said the Board does not have to vote tonight but they can have a public hearing for May 18th.

UNAPPROVED MINUTES

- **April 20, 2022**

Ms. McKenney made a Motion to approve the meeting minutes of April 20, 2022. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

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

The Motion passed, and the minutes for April 20, 2022 were approved as written.

CORRESPONDENCE & OTHER BUSINESS

- **For Mention- Administrative change to Zoning Ordinance TOC**

Mr. O'Meara said that Mr. Arsenault found a small mistake in the Zoning Ordinance Table of Contents which is moving a couple of sections to the right spot which he said is just an administrative change and they can hold it for now. The Board concurred.

STAFF UPDATE

None.

BUILDING INSPECTOR/ CEO UPDATE

Mr. Arsenault said there are no pending Planning Board applications.

SCHEDULING OF NEXT MEETING

The next meeting will be May 18, 2022 at 6:30 pm in Town Hall and there will also be a Public Hearing on the proposed Site Plan Regulations changes.

MOTION TO ADJOURN

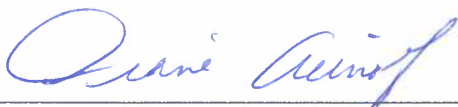

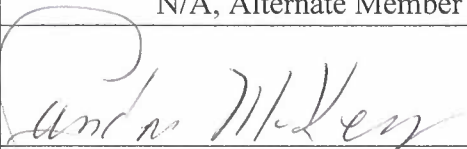
Ms. McKenney made a Motion to adjourn. Mr. Pelissier seconded the Motion.

Roll call vote was taken.

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

The Motion passed, and the meeting was adjourned at 7:21pm.

SIGNATURE PAGE
Allenstown Planning Board
May 04, 2022

Approval:	
	<i>18-May-22</i>
DIANE ADINOLFO, Chair	DATE
N/A	N/A
CHAD PELISSIER, Vice Chair	DATE
	<i>May 18, 2022</i>
MICHAEL FRASCINELLA, Member	DATE
N/A	N/A
N/A, Member	DATE
N/A	N/A
N/A, Alternate Member	DATE
	<i>05-18-22</i>
SANDRA MCKENNEY, Ex-Officio	DATE

SIGNATURE PAGE
Planning Board
May 04, 2022

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	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