

TOWN OF ALLENSTOWN
Planning Board Meeting Minutes
Allenstown Town Hall - 16 School Street
Allenstown, New Hampshire 03275
May 17, 2023

Call to Order

The Allenstown Planning Board Meeting of May 17, 2023 was called to order by Chair Diane Adinolfo at 6:33 PM. Chair Adinolfo called for the Pledge of Allegiance.

Roll Call

Present on the Board: Diane Adinolfo, Mike Frascinella.

Excused: Michael Juranty, Sandy McKenney, and Chad Pelissier.

Ex-Officio: Sandy McKenney

Residents of Allenstown: None

Allenstown Staff: Derik Goodine, Town Administrator
Brian Arsenault, Code Enforcement Officer (Remote)

Others present: Kaitlyn Sheridan – Alternate Member*
Ryan Beaudry – Alternate Member*
Mike O'Meara – Volunteer Administration

*Chair Adinolfo said she would fill Mr. Juranty's role with an alternate- Ryan Beaudry, and Kaitlyn Sheridan will stand in for Chad Pelissier.

OLD BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

None.

NEW BUSINESS/ RECEIPT OF APPLICATIONS & PUBLIC HEARINGS

- **STR Ordinance Content- Complete gathering input from Board Members not at the May 03 PB Meeting and review recently approved Epsom STR Ordinance**

Chair Adinolfo asked if anyone has done any additional research or obtained additional information.

She said since the last meeting, she had heard from the Fire Chief and he did not have too many concerns other than if the resident has a fire pit. The property owner is responsible for obtaining that fire permit and the renter would have to have a letter in their possession from the property owner giving them permission to use the fire pit. The other concern that she would have is who's responsibility it is to check to determine whether there is a no burning order in place.

Chair Adinolfo said that when they did the survey, it indicated that the majority of the people did want an ordinance in place for short term rentals.

The Board discussed Epsom's short term rental ordinance. Chair Adinolfo said their ordinance is worded around problems they encountered. She said regarding overuse, they had issues with both septic and wells.

She was hoping to get it to the point where they could either put it to ordinance or not. Mr. Juranty, who is excused, did provide an email with his thoughts. He wants to adopt the Epsom short term ordinance “pretty much verbatim” but with a Laconia condition that a special exception is not required if the owner is in residence.

Mr. Frascinella said he has been busy with the Town’s upcoming concert and hasn’t had a chance to review it but thinks that having it as a model is a start.

Chair Adinolfo said she was hoping to vote tonight. Mr. O’Meara said they could vote in principle to determine if the Board wants to move forward or not with the provision that the language still must be developed. Chair Adinolfo said they have a definition but that is all they have. She said in town where it is heavily populated, they should have something that protects people from being subjected to party houses.

Mr. Beaudry said it is the owner’s responsibility to communicate what is permissible and what is not and the consequences of not following the rules. Chair Adinolfo agreed.

The Board discussed the fire permit as allowed by the Fire Department and the information that is published about it on the Town website.

Mr. Beaudry made a Motion to develop an ordinance regarding short-term rentals in the Town of Allenstown. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

Diane Adinolfo- Aye, Michael Frascinella- Aye, Kaitlyn Sheridan- Nay, and Ryan Beaudry- Aye.

The Motion passed.

Chair Adinolfo said if anyone has any proposed language at the next meeting, they can start to discuss. She said the simpler the better.

UNAPPROVED MINUTES

• April 19, 2023

Mr. O’Meara said Ms. Sheridan pointed out that on page 4, paragraph 3, it should have said the Police Chief did not express any concerns, but instead it said the Police Chief did express concerns. It has been corrected and is circulated in the version for signature.

Mr. Frascinella made a Motion to accept the Minutes from April 19, 2023 as corrected. Ms. Sheridan seconded the Motion.

Roll call vote was taken.

Diane Adinolfo- Aye, Michael Frascinella- Aye, Kaitlyn Sheridan- Aye, and Ryan Beaudry- Abstain.

The Motion passed, and the minutes from April 19, 2023 were approved as corrected.

Chair Adinolfo said when looking at the minutes regarding the ordinance with a limit of 10 kw generators, she asked if there was an update on that. Mr. O’Meara said the next meeting of the Power Committee is June 6th.

• May 3, 2023

Mr. O’Meara said the minutes from the May 03, 2023 meeting are not yet available.

CORRESPONDENCE & OTHER BUSINESS

Chair Adinolfo said that she is currently reviewing the Rules of Procedure for the Planning Board. She said once she has it redlined, she will have the Board look at it to suggest changes and do a review in real time. It is still a work in progress.

Mr. Arsenault asked what the status is for the fees. Mr. O'Meara said they are ready to go, and he will put them on the website.

STAFF UPDATE

None.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER UPDATES

Mr. Arsenault said he is still getting calls regarding Kettle Rock Road.

The Apartments at the Mill seem to be moving right along, as is the Assisted Living development and the State Fire Marshall was out there doing their inspections. Everyone is anxious to meet a June 17th deadline to open.

The previously mentioned move of the dumpster at the former Mega X gas station is underway.

He said regarding 91 Pinewood – he said this possibly was land that was purchased, and he has talked with three different surveying companies about it. He also understands that the Aubuchon Hardware property was sold, and he has not heard anything from them either. He heard today that the owner of the pizza store near Sully's has been thinking about retiring and closing. Hooksett Tool Rental is also looking at what their future looks like moving forward. He said that is the buzz in the community and what his update entails.

Mr. Frascinella said they lost a business but gained a business. He said there is a large building behind Complete Autobody on the south end of Route 3. He spoke with him regarding the Spotlight Series as to why he moved to Allenstown.

SCHEDULING OF NEXT MEETING

Mr. O'Meara said the next meeting is for June 7, 2023, which is 3 weeks away.

Chair Adinolfo said they will have their 2 meetings in June but unless there are applicants, they will meet once in July and August. She said when they do have applicants, they will ask for them to reply whether they will or will not be present as to be fair to the applicant.

ADJOURN

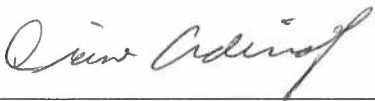


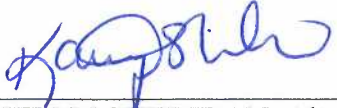
Ms. Sheridan made a Motion to adjourn. Mr. Beaudry seconded the Motion.

Roll call vote was taken.

Diane Adinolfo- Aye, Michael Frascinella- Aye, Kaitlyn Sheridan- Aye, and Ryan Beaudry- Aye.

The Motion passed, and the meeting was adjourned at 7:07 PM.

SIGNATURE PAGE
Allenstown Planning Board
May 17, 2023

Approval:	
	7-Jun-23
DIANE ADINOLFO, Chair	DATE
N/A	
CHAD PELISSIER, Vice Chair	DATE
	6/7/23
MICHAEL FRASCINELLA, Member	DATE
ABSTAIN	N/A
MICHAEL JURANTY, Member	DATE
	06/07/23
RYAN BEAUDRY, Alternate Member	DATE
	6/7/23
KAITLYN SHERIDAN, Alternate Member	DATE
ABSTAIN	N/A
SANDRA MCKENNEY, Ex-Officio	DATE

SIGNATURE PAGE
Planning Board
May 17, 2023

Amendment Approvals:		
Amendment Description:	Approval:	Date:
	DIANE ADINOLFO, Chair	DATE
	CHAD PELISSIER, Vice Chair	DATE
	MICHAEL FRASCINELLA, Member	DATE
	MICHAEL JURANTY, Member	DATE
	RYAN BEAUDRY, Alternate Member	DATE
	KAITLYN SHERIDAN, Alternate Member	DATE
	SANDRA McKENNEY, Ex-Officio	DATE