

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

Call to Order

The Allenstown Planning Board Meeting of March 16, 2022 was called to order at 6:31PM by Chair Diane Adinolfo. Chair Adinolfo called for the Pledge of Allegiance.

Roll Call

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

Chair Adinolfo stated that as three members were present, this constituted a legal meeting of the Board.

Ex-Officio: Sandy McKenney

Excused: Matt Monahan, Chad Pelissier

Residents of Allenstown: None

Allenstown Staff: Brian Arsenault, Code Enforcement Officer (remote and alone)

Others present: Mike O’Meara – Volunteer Board Admin

Public Officials: None

OLD BUSINESS/ RECEIPT OF APPLICATION & PUBLIC HEARINGS

None.

NEW BUSINESS AND RECEIPT OF APPLICATION & PUBLIC HEARINGS

None.

UNAPPROVED MINUTES

• **February 16, 2022**

Ms. McKenney made a Motion to approve the meeting minutes of February 16, 2022 as written. Mr. Frascinella seconded the Motion.

Roll call vote was taken.

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

The Motion passed and the minutes for February 16, 2022 were approved as written.

CORRESPONDENCE & OTHER BUSINESS

- **Abutter Notice- Proposed Cell Tower at 1002 Upper City Road, Pittsfield, NH**
Mr. O'Meara said he wanted to get it into the record that they did receive this. He doesn't think it will affect Allenstown. Members of the Board concurred.
- **TRC Update- New K-8 School**
Mr. O'Meara said there was a TRC meeting held at the request of the School Board which he attended with Mr. Arsenault, and they will be coming to the Planning Board. He said he provided the Board with the first Review Memo completed by Matt Monahan. The role of the Planning Board is to give recommendations and be advisory.

Mr. O'Meara said the plans for the school were reviewed by representatives of the Planning Board, fire department, police department, school board, and School Superintendent. He said it appears to be a very reasonable plan. He said there was a discussion about parking and traffic flow and there was a minor concern which they will take a second look at. Mr. Arsenault said there will be signage directing traffic.

Mr. Arsenault said with regard to parking, he thinks they doubled what they originally designed. Ms. McKenney asked Mr. Arsenault if he had any concerns. Mr. Arsenault said that his comments are noted throughout the minutes, and he is satisfied with the outcome of the meeting. Mr. O'Meara provided the Board with the minutes of the meeting.

Mr. O'Meara said they discussed access to and from the building for emergency vehicles and have a plan in place.

He said the School Board has applied for an Alteration of Terrain Permit from the State. He said the State had quite a few questions and it is still in process. He said they also have a Wetlands Permit in process.

Mr. O'Meara said it looks like two wells will facilitate the entire building. He said the DES will also be involved with the wells, and septic and leachfield design to meet the requirements of the State.

Mr. Arsenault said there was some concern over whether the State was involved with the traffic pattern at the school and the answer was no because the school is off River Road, however the design team will reach out to NHDOT. Mr. O'Meara said there was a discussion about school buses using Horse Harness Road which is still unresolved. He said it would be up to the DOT whether a left-hand turn lane is required on Rt. 28.

Mr. Frascinella said the monthly updates regarding the school had stopped and he spoke to the person in charge, and they said it was a technical glitch and would update the website.

Mr. O'Meara said there is a question of whether the Planning Board wants to require posting public meeting notices regarding the new school in the newspaper or whether they want to waive this and post publically. Mr. Arsenault said posting in the newspaper is

costly. Ms. McKenney said they should post publically but not in the newspaper. Board members concurred.

Mr. O'Meara said the School Board is looking to come to the Planning Board on April 6th.

Ms. McKenney asked if they discussed whether parking along River Road will be allowed. Mr. O'Meara said it did come up in the meeting and there is really no way to prevent it in the case of overflow. He said based on the projections, the design team believes the parking will be sufficient and will lead too little to no overflow on River Road.

Ms. Adinolfo asked whether there are any plans to bring voting or town meetings back to the school and whether that would cause an overflow situation. Mr. O'Meara said there is no prohibition on parking along River Road.

STAFF UPDATE

None.

SCHEDULING OF NEXT MEETING

The next meeting is scheduled for April 06, 2022.

MOTION TO ADJOURN

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

Roll call vote was taken.

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

The Motion passed and the meeting was adjourned at 7:00 pm.

SIGNATURE PAGE
Allenstown Planning Board
March 16, 2022

| Approval: | |
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| DIANE ADINOLFO, Chair | DATE |
| | |
| CHAD PELISSIER, Vice Chair | DATE |
| | |
| MICHAEL FRASCINELLA, Member | DATE |
| N/A | N/A |
| N/A, Member | DATE |
| | |
| N/A | N/A |
| N/A, Alternate Member | DATE |
| | |
| SANDRA MCKENNEY, Ex-Officio | DATE |

SIGNATURE PAGE
Planning Board
March 16, 2022

| Amendment Approvals: | | |
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| Amendment Description: | Approval: | Date: |
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| | DIANE ADINOLFO, Chair | DATE |
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| | CHAD PELISSIER, Vice Chair | DATE |
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| | MICHAEL FRASCINELLA, Member | DATE |
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| | N/A, Member | DATE |
| | | |
| | N/A Alternate Member | DATE |
| | | |
| SANDRA McKENNEY, Ex-Officio | DATE | |