

Monday, June 22, 2026



Board of Selectmen Minutes - FINAL

Board Members Present: Derek Tremblay (Chair); Sebastian Zyzdorf (Vice-Chair); Alan Greenhalgh

Guest (s): Kimberly Caron, Mark Caron, Building Code Enforcement Officer Dan Scott; Road Agent Shaedel Simino; Recording Secretary Melissa Salinardi, Dianne Craig (arrived at 6:36 p.m.)

CALL TO ORDER

Chair Tremblay called the meeting to order at 6:32pm.

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

All consent agenda items were reviewed, signed, and approved.

APPROVAL OF MINUTES

- **Review of Regular Meeting Minutes (June 8th):**

Sebastian Zyzdorf motioned to approve the Regular and Non-Public Meeting Minutes of June 8, 2026 “as is”. Alan Greenhalgh seconded the motion. All were in favor-yes; motion carried, 3-0.

APPOINTMENTS

Fire Department: No Fire Department members were present. This item was tabled until a later meeting.

PUBLIC COMMENTS

None

ROAD AGENT REPORT

- **Road Maintenance:** Road Agent Shae Simino reported that grading work has been completed. He informed the Board that a wheeled excavator will be available for demonstration beginning on August 13 and will remain available to the Town for one week through an arrangement with Eastern Equipment. The machine can be used for ditching, brush work, and other general road maintenance activities. There will be no rental cost to the Town, and up to 40 hours of use will be available during the demonstration period.

Shae noted that he would like the Board to attend an equipment demonstration, which is anticipated to take place on August 15. Chair Tremblay stated that he would not be available that week; however, both Sebastian Zyzdorf and Alan Greenhalgh stated that they would make every effort to attend the demonstration on the 15th. Shae also requested that overtime be authorized for that week so that the Highway Department may utilize the equipment to its full extent and complete projects while it is available. The Board agreed to allow overtime during that week so that the equipment could be utilized to its fullest extent while available.

Shae also reported that he has inspected several culverts and plans to complete culvert work in the near future. In addition, he has received two driveway permit applications and will be submitting the associated information to the Planning Board.

- **Non-Public Session/Employee Matter:** Shae Simino requested to enter into a non-public session under RSA 91-A:3, (a) & (c).

Derek Tremblay motioned to go into Non-Public Session under RSA 91-A:3, II (a) “the dismissal, promotion, compensation or disciplining an employee, or the investigation of any charges against him/her.” And (c), “Matters which, if discussed to public, would likely affect adversely the reputation of any person, other than a member of the Board.” Sebastian Zyzdorf seconded the motion. Roll call vote: Derek Tremblay-yes; Sebastian Zyzdorf-yes; Alan Greenhalgh-yes; motion carried, 3-0.

The Board entered non-public session at 6:40 p.m.

The Board invited Shae Simino, Mark Caron, and Melissa Salinardi into the non-public session.

An employee personal matter was discussed. The Board agreed to make every effort to work with the employee regarding the matter.

Mark Caron left the non-public session at 6:47 p.m. The remaining attendees continued in non-public session.

An additional employee personal matter was discussed. The Board agreed to make every effort to work with the employee regarding the matter.

Derek Tremblay motioned to come out of the Non-Public Session at 6:50 p.m. Sebastian Zyzdorf seconded the motion. Roll call vote: Derek Tremblay-yes; Sebastian Zyzdorf-yes; Alan Greenhalgh-yes; motion carried, 3-0.

Back into regular session at 6:50 p.m.

- **Ball Park Bridge Update:** Shae Simino stated that he reviewed the information provided by The Turner Group, with assistance from Melissa Salinardi, and developed an estimate of the anticipated hours and services associated with the scope and fee phase of the next phase of the Ball Park Road Bridge Project. The Board reviewed the estimated 414 hours and agreed to move the estimated totals forward as presented, pending further direction and next steps from The Turner Group.

Derek Tremblay motioned to accept the estimated 414 hours and associated services for the scope and fee phase of the next phase of the Ball Park Road Bridge Project, as presented, and move forward pending further direction and next steps from The Turner Group. Sebastian Zyzdorf seconded the motion. All were in favor-yes; motion carried, 3-0.

BUILDING CODE ENFORCEMENT/HEALTH OFFICER REPORT

Building Code Enforcement Officer Dan Scott provided the Board with a list of current concerns he is addressing, including property clean-up matters. Dan discussed sending voluntary compliance letters to property owners who have received complaints regarding their properties. He explained that the intent of the letters would be to introduce the process, encourage voluntary participation, and provide residents with an opportunity to address concerns before further action is taken (see Voluntary Letter document below).

The Board discussed the use of voluntary compliance letters, including potential legal ramifications and how enforcement matters should be prioritized. Dan noted that additional time and resources may be needed to properly address these matters and suggested that his budget may need to be increased to support increased enforcement efforts. Chair Tremblay noted the importance of beginning the process and prioritizing the highest-

need situations, while any discussion regarding potential budget increases would need to take place during the upcoming budget season. Dan noted that the letters would be sent based on complaints he has personally received regarding property concerns and would serve as an initial step to bring those concerns to property owners' attention and encourage voluntary compliance.

The Board discussed the potential challenges of pursuing enforcement actions, including concerns with taking legal action against residents and the importance of working toward voluntary compliance when possible. Dan noted that the State may be able to assist with certain matters; however, State involvement may not be available or appropriate in all cases. Chair Tremblay noted that continued public discussion and involvement may be necessary as the Town works through these concerns and determines the appropriate approach.

Dianne Craig voiced concerns regarding the approach and the potential perception of singling out individual residents and whether complaints were properly documented. Dan reiterated that the letters would not be sent broadly to all residents, at this time, but rather to individuals associated with complaints that have already been received, he added that some of the complaints were verbal and some were written. Sebastian Zyzdorf suggested beginning with an introductory letter approach and addressing more challenging cases as needed. The Board discussed that providing property owners with an opportunity to voluntarily address concerns may help resolve issues before further action is necessary.

Dan Scott requested that the Board consider adopting an ordinance regulating full-time occupancy of campers and recreational vehicles. He presented a proposed Camper and Recreational Vehicle Ordinance to the Board (see attached document). Dan explained that a local ordinance would provide clearer standards and assist with enforcement. He noted that the ordinance could be adopted by the Board of Selectmen and would need to be posted in public locations for 14 days prior to taking effect.

The Board reviewed the proposed ordinance. Chair Tremblay asked where the language for the ordinance was developed. Dan explained that much of the language was based on State regulations. Dan also noted that the proposed ordinance had previously been provided to the Zoning Board, and no objections were received.

Chair Tremblay opened the floor for public comment. Dianne Craig expressed concerns regarding the proposed 14-day timeframe and how the ordinance language was currently written. She questioned how the ordinance would apply to situations such as family members visiting and staying in campers, as well as the process for obtaining exemptions.

The Board discussed potential adjustments to the proposed ordinance language, including how exemptions would be handled and how the ordinance would apply to campers not connected to a septic system. The Board discussed the balance between allowing reasonable recreational use while ensuring the ordinance does not create unintended loopholes for long-term occupancy. Chair Tremblay noted that the proposed language addresses long-term occupancy and includes provisions for exemptions.

The Board discussed whether the recreational use language regarding the 14-day timeframe should remain as written and agreed that additional review and clarification of the language would be beneficial before moving forward. Dan Scott will provide additional information and any proposed revisions for the Board's review. The proposed ordinance will be revisited at a future meeting.

EMERGENCY MANAGEMENT REPORT

Dan Scott continues to move forward with amending the Hazard Mitigation Plan. Regular meetings have been established and everything is moving forward in a timely manner.

Dan Scott also presented information regarding available emergency management grant opportunities. Dan noted that grant programs may assist with expenses such as emergency management stipends, equipment, and improvements to emergency infrastructure, including a larger diesel fuel storage tank for the Highway Department. He referenced the HSEM grant program as a potential funding opportunity.

The Board discussed the need to review emergency management funding needs and potential budget impacts. Any potential budget expansion or additional funding requests will be discussed during the upcoming budget season.

ADMINISTRATIVE ASSISTANT UPDATES

- **AEDS:** Melissa Salinardi stated that Alan Greenhalgh provided information via email regarding a potential grant opportunity to assist with the purchase of AEDs. Upon further review, it was determined that the grant opportunity is only available to nonprofit organizations and is therefore not available to the Town. Melissa noted that she is exploring alternative funding opportunities and that the Library, School District, and Fire Department may be eligible to apply for certain grants based on their nonprofit status.
- **Non-Public Session/Employee Matter:** Melissa Salinardi requested to enter into a non-public session under RSA 91-A:3, (a), (c) & (e).

Derek Tremblay motioned to go into Non-Public Session under RSA 91-A:3, II (a) “the dismissal, promotion, compensation or disciplining an employee, or the investigation of any charges against him/her.” (c), “Matters which, if discussed to public, would likely affect adversely the reputation of any person, other than a member of the Board.” And (e), “Consideration or negotiation of pending claims or litigation.” Sebastian Zyzdorf seconded the motion. Roll call vote: Derek Tremblay-yes; Sebastian Zyzdorf-yes; Alan Greenhalgh-yes; motion carried, 3-0.

The Board entered non-public session at 7:27 p.m.

The Board invited Melissa Salinardi into the non-public session.

Melissa Salinardi brought an employee-related concern to the Board’s attention. The Board discussed the matter and agreed to move forward with addressing the concerns that were presented.

A continued litigation matter was also discussed. The Board agreed to continue seeking legal counsel regarding the matter. No further action was taken at this time.

Derek Tremblay motioned to come out of the Non-Public Session at 7:46 p.m. Sebastian Zyzdorf seconded the motion. Roll call vote: Derek Tremblay-yes; Sebastian Zyzdorf-yes; Alan Greenhalgh-yes; motion carried, 3-0.

Back into regular session at 7:46 p.m.

Derek Tremblay motioned to seal the minutes indefinitely as it would adversely affect the reputation of any person other than a member of this board and it would render a proposed action ineffective. Sebastian Zyzdorf seconded the motion. Roll call vote: Derek Tremblay-yes; Sebastian Zyzdorf-yes; Alan Greenhalgh-yes; motion carried, 3-0.

OLD BUSINESS

- **Ball Park Bridge Update:** This was discussed in the Road Agent's Report.
- **Litigation Update/Non-Public Session:** This was discussed in the Administrative Assistant's Report.

STANDING ITEMS & OTHER

- **Budget Review:** The Board reviewed the monthly budget report. Several line items were discussed and will remain under review. Overall, the budget remains in good standing.
- **Abandoned Property**
- **Planning Board Update:** The Planning Board is reviewing two different minor subdivisions at this time. The next Planning Board meeting will take place on July 2nd.

NEW BUSINESS

Sebastian Zyzdorf stated that he is running for State Representative for District 8.

PUBLIC COMMENTS (Additional)

Chair Tremblay opened the floor for additional public comment. Dianne Craig raised concerns regarding the opening and closing of the Gunnison Lake Access Road gate and questioned why the Police Department was not assisting with this responsibility and that the Highway Department should not be responsible for this task. Chair Tremblay stated that the Board of Selectmen is addressing the concerns and noted that the Police Department has keys to the gate, as requested.

The Board discussed concerns related to the gate being left open, including reports of individuals staying overnight in the area, littering, and vandalism concerns. It was noted that signage is posted indicating the area is open from sunrise to sundown. Mark Caron stated that closing the gate has helped reduce vandalism; however, it has also created additional concerns related to trash and other issues.

The Board discussed options for addressing the concerns, including continued coordination with the Police Department, the use of game cameras, and clarifying responsibilities related to the gate. Chair Tremblay noted that this responsibility should be removed from the Highway Department at this time and that the Board would review the matter further with the Goshen Police Department. The Board also discussed the need for increased police presence and monitoring of the area.

Sebastian Zyzdorf questioned the State's involvement regarding the area and related signage. The Board also discussed revisiting the no-parking concerns near the cemetery area, which is located on State land.

Derek Tremblay motioned to adjourn at 8:05 p.m. Sebastian Zyzdorf seconded the motion. All were in favor-yes; motion carried, 3-0.

The meeting adjourned at 8:05 p.m.

Respectfully submitted by Melissa Salinardi

Property Cleanup & Potential Junkyard Compliance Notice (60-Day Voluntary Correction Period)

Town of Goshen, New Hampshire

Code Enforcement & Health/Safety Office

603-454-8688

Date: _____

To: Resident(s) of _____

Dear Property Owner/Occupant:

The Town of Goshen has observed conditions on your property from a public roadway that may constitute a junkyard as defined under RSA 236 and applicable provisions of the Goshen Zoning Ordinance. Observed conditions include the accumulation and storage of discarded materials, debris, unregistered or inoperable vehicles, and other items that may create health, safety, environmental, or aesthetic concerns.

Several of these items are visible from a public road, which is a factor considered under state law and local regulations when evaluating whether a property meets the statutory definition of a junkyard.

The Town's goal is to work cooperatively with residents to achieve compliance without the need for formal enforcement proceedings. Accordingly, the Town is providing a sixty (60) day period from the date of this notice for voluntary cleanup and correction of the conditions identified.

During this 60-day period, please take reasonable steps to:

- Remove or properly dispose of debris and discarded materials visible from the public roadway;
- Register, repair, relocate, or remove unregistered or inoperable vehicles visible from the public way;
- Organize and lawfully store usable materials so they are screened from public view where appropriate;
- Correct any conditions that may pose health, safety, or environmental concerns.

If you believe additional time is needed, or if you would like clarification regarding the conditions requiring attention, please contact my office. The Town is willing to discuss reasonable timelines and cooperative solutions where progress toward compliance is being made.

At the conclusion of the 60-day period, the Town may conduct a follow-up inspection from the public roadway. If conditions remain that appear to violate state law or local ordinances, the Town may pursue additional enforcement measures as authorized by applicable law.

This notice is intended to encourage voluntary compliance and does not waive any rights or remedies available to the Town under state law or local ordinance.

The Town appreciates your cooperation and efforts to maintain a safe, clean, and welcoming community.

Sincerely,

Daniel Scott

Code Enforcement Officer / Health & Safety Officer

Town of Goshen, New Hampshire

Proposed Town of Goshen Health Regulation

Regulation Limiting the Use of Campers and Recreational Vehicles for Habitation
(Proposed by the Health Officer under RSA 147:1 and RSA 128:5-a)

1. Purpose and Authority

This regulation is adopted for the protection of public health pursuant to RSA 147:1, RSA 147:10, and RSA 128:5-a, which authorize municipalities to regulate conditions that may cause illness, create unsanitary living environments, or endanger the health and safety of residents.

The purpose of this regulation is to address unsanitary, unsafe, or improper use of campers and recreational vehicles (RVs) as dwellings or places of business within the Town of Goshen.

2. Definitions

For the purposes of this regulation:

"Camper" or "Recreational Vehicle (RV)" means any vehicle or structure designed for temporary living or recreational use, including travel trailers, fifth-wheels, motorhomes, pop-ups, and converted cargo trailers.

"Habitation" means sleeping, cooking, bathing, or residing in a structure for more than 14 days in any 30-day period, whether continuous or intermittent.

"Approved septic system" means a wastewater disposal system permitted by NHDES Subsurface Bureau.

"Potable water" means water meeting state drinking water standards.

3. Prohibited Uses

The following uses of campers and RVs are prohibited unless otherwise stated:

A. Use as a dwelling without proper sanitation

No camper or RV may be used for habitation unless the following conditions are met:

A functioning, approved septic system is available and connected.

Potable running water is available on site.

Wastewater is not discharged onto the ground, into drywells, buckets, or unapproved systems.

Trash and solid waste are stored and disposed of in a sanitary manner.

B. Use as a place of business

Campers and RVs may not be used for any business activity involving:

Public contact

Personal services (e.g., massage, hair, nails, bodywork)

Food preparation

Any activity requiring sanitary facilities

C. Unsafe heating or electrical systems

The following are prohibited:

Wood stoves inside campers

Unvented heaters

Improper extension-cord wiring

Any heating or electrical setup creating a fire or carbon monoxide hazard

D. Long-term occupancy

No camper or RV may be occupied for more than 14 days in any 30-day period unless:

It is located on a lot with an approved septic system

It has potable water

It meets minimum health and sanitation standards

It complies with zoning and building regulations

4. Health Officer Authority

Under RSA 147 and RSA 128, the Health Officer may:

Conduct inspections

Issue written Health Orders

Require correction of unsanitary or unsafe conditions

Issue Cease and Desist Orders for violations

Declare a camper or RV unfit for human habitation

Require removal of the camper or cessation of occupancy

Failure to comply may result in enforcement action through the Selectboard, including fines authorized under RSA 147:17-a.

5. Exemptions

This regulation does not apply to:

State-licensed campgrounds

Temporary use during construction with an active building permit

Recreational use not exceeding 14 days in any 30-day period

Emergency sheltering approved by the Health Officer

6. Severability

If any portion of this regulation is found invalid, the remaining sections shall remain in full force and effect.

7. Effective Date

This regulation shall take effect upon adoption by the Goshen Selectboard following public notice and posting as required by RSA 147.