

Ordinance Committee Meeting
Minutes
April 30, 2008

Present: Melanie Johnston, Russ Fontaine, Robert Petix, Robert Burgoyne, Margaret Haraghey, Leslie Wertam, Jordan Jacobs (via conf call)

The meeting was called to order at 7:31 p.m.

1. Public Audience/Comment

- . None

2. Review and acceptance of minutes of April 16.

- . No changes, minutes approved.

3. Report out on assignments:

. **Bob B.**

- **Trailers & Mobile Homes** – This subject is defined and addressed in the zoning regulations; articles 2, 5 and 6. Based on this information the committee agreed to recommend repealing “An Ordinance Regarding Trailers for the Town of Hampton.”

. **Robert P.**

- **Bazaars & Raffles** – Per statute, if a town wishes to use the statutory guidelines for this type of activity, it does need to adopt them as an ordinance. Based on this, we will retain this ordinance. There have been amendments to the statute since Hampton’s adoption of the related ordinance. We need to follow-up with the town attorney for these questions: Do we need to re-adopt or revise our ordinance to incorporate the amendments or do such legislative changes automatically flow through to our ordinance. Do we need to state, “as amended from time to time,” in our ordinances to have legislative changes/amendments automatically flow to ours? Is there reason not to use this wording?

. **Leslie**

- **Eastford Ordinances** – Eastford was in the process of reviewing and updating their ordinances but that process was stalled so there are no good take-aways from them at this time.

. **Russ**

- Replacement of elected commission members or of those who die, resign etc. Russ’ research indicates that the town may create and adopt an impeachment or removal process for elected board members. The BOS can appointment replacement members to complete a term. Minority representation much be maintained.

4. Review of ordinances

- . See attached updated ordinance worksheet which reflects decisions made on ordinances discussed.

5. Follow-up assignments for next meeting

- . Melanie – Check with WINCOG re alternate provisions for WINCOG and WRPA. Find Hampton Disaster plan.

6. Next Meeting agenda

- . Report out on work assignments
- . Continue review of ordinances.

7. Attachments

- . Updated workplan
- . Updated ordinance worksheet

The meeting was adjourned at 8:35 PM

Respectfully Submitted,

Melanie Johnston

Workplan

Item	Status
Identification of ordinances not requiring substantive change	Completed 4/5/08
Identification of ordinances that have expired and do not need any additional work	Completed 4/16
Identification of any ordinances that should be repealed.	Target completion 4/30
Discussion of each remaining ordinances to identify needed changes	Target completion
Adoption of a format and cataloguing system to be used for ordinances going forward and for re-writing any existing ordinances.	
Determine how to interface or reference zoning plan/ordinances	
Create an archive copy of the ordinances as they existed prior to our review and changes.	
Draft rewrite of all applicable ordinances. Include phrase “as amended from time to time” for any statutory references.	
Re-writes for presentation to the public should be done in such a way as to make clear the ordinances or sections that have been deleted, changed or added.	
Re-written ordinances to Town Attny for review & validation.	
Draft recommendation for how to endure ordinances are reviewed and updated going forward.	
Final ordinances and recommendations presented to BOS.	
Town Meeting(s) held to adopt recommended changes.	
Publication in newspaper as required.	
Formatted into a handout available to public as requested.	
Placed on town website	

Ordinance Worksheet

Ordinance #/Name	Action Required	Record of publish	Needs revision	Statutory Reference	Committee Decision
Speed of motor vehicles	Yes	No		N/A	Repeal because is obsolete and new speed limits are in effect.
Town Meeting Ordinance	Yes	No	Yes	Do not include one	Amend to state: In accordance with state law, the Annual Town Meeting will take place in the evening on a day and date specified by the selectmen.
Ordinance re trailers etc.	Yes	no		Statutory reference is obsolete/repealed	Repeal because this is now covered under the zoning regs.

Ordinance #/Name	Action Required	Record of publish	Needs revision	Statutory Reference	Committee Decision
Ordinance regarding Emergency Operations plan	Yes	No			Repeal because a new plan has been written and is in effect.
Ordinance regarding Solar energy	no	No	No		Has expired. No action needed
Ordinance regarding Passive Solar	no	no	no		Has expired. No action needed
Bazaar & Raffle ordinance	Not sure	no	No?	Statutory reference is still correct	<p>Correct Typos We need to retain this ordinance in order to take advantage of the provisions in the state ordinance. Outstanding questions: Do the changes/amendments that have been made to the state statute automatically flow to our ordinance or should we add “as amended from time to time?”</p>

Ordinance #/Name	Action Required	Record of publish	Needs revision	Statutory Reference	Committee Decision
Ordinance re 4 year terms BOE	No	Yes	No	Statutory reference is still correct	No change needed
Ordinance withholding building permits to delinquent taxpayer	No	No	No		Has some typos No substantive change needed
Ordinance creating planning commission	yes	Yes	Not sure		leave in place but note that it is superseded by the next one.

Ordinance #/Name	Action Required	Record of publish	Needs revision	Statutory Reference	Committee Decision
Ordinance creating P&Z	No	Yes	No?	Ref are OK	In first paragraph, state that this ordinance supersedes the previous one. Section 4 needs to be re-worded. Russ' research indicates that the town may create and adopt an impeachment or removal process for elected board members. The BOS can appointment replacement members to complete a term. Minority representation much be maintained. Russ will draft language to update this section.
Ordinance establishing Wetlands Commission	Yes	No	Yes	Yes	Section 3: add allowance for 2 alternates. Qualify minority rep to be 4 <i>regular</i> commissioners. Delete last 2 paragraphs in section 3. Section 4: addremove the <i>member with sufficient notice</i>
Ordinance establishing Recreation Committee	Yes	No	Yes	OK	Correct typos Section 3: End sentence after the word "town" Revise the # of members upward to a number determined by the BOS. Section 4: ".....for terms of two years; <i>new appointments shall be staggered.</i> " Remove rest of paragraph.

Ordinance #/Name	Action Required	Record of publish	Needs revision	Statutory Reference	Committee Decision
Resolution re Public Health Agency	Yes	Yes	No	Repealed/obsolete	Repeal this ordinance as it is obsolete
Ordinance re Windham Planning Region	Yes	No	Yes	OK	Need to add language about alternate members. Need to check with the WRPA to see if they have added any new language that we should also add.
Ordinance re WINCOG	Maybe	No	Yes	OK	Need to add language about alternate members. Need to check with the WINCOG to see if they have added any new language that we should also add.