

Ordinance Committee Meeting
Minutes
May 14, 2008

Present: Melanie Johnston, Russ Fontaine, Robert Burgoyne

Unable to attend: : Margaret Haraghey, Leslie Wertam, Jordan Jacobs, Robert Petix

Because there was no quorum, a formal meeting did not take place.

There was discussion on some of the ordinances but no decisions were made.

The following notes are from that discussion and will be reviewed at the next meeting:

An Ordinance Regarding Windham Planning Region and An Ordinance Establishing a Regional Council of Governments.

These 2 are still current and most of the language is directly from the statute. We will probably delete the population reference in "*An Ordinance Regarding Windham Planning Region*" and we need to decide if we want to reformat the "whereas" language at the beginning of the "*Ordinance Establishing a Regional Council of Governments.*"

We will ask Leslie for information/clarification on the following:

1. The ordinance on Sanitation (page 19 in our packet)
 - states that for *new dwellings* must have sewerage facilities approved by NE district - is there any requirement for septic system "repairs" or building improvements or additions?
 - Says the application fee is \$20.00. What is the current fee?
 - Says the fine for violation is \$25.00 each day. Is that still correct? and how does it get enforced?
2. Ordinance re building permits - page 19 of our packet
 - section 2 "..... costing in aggregate more than \$100...." Bob thinks the language on that should be "permanent structure" instead of a dollar amount. Need to check this with John B
 - same thing in section 3
 - Sections 4 and 5 state town clerk responsibilities. Are those still correct?
 - Section 6 states violation is a fine of \$100. Is that still correct?
3. Demolition fees - page 20
 - Is the permit for demolition still \$1.00?
4. Inspection of Bldgs - page 20
 - states, "..... for inspection of building projects valued at under \$500." Is \$500 still correct?

The meeting was adjourned at 8:35 PM

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Identification of any ordinances that should be repealed.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 June 11
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	<p>In first paragraph, state that this ordinance supersedes the previous one.</p> <p>Section 4 needs to be re-worded.</p> <p>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.</p>
Ordinance establishing Wetlands Commission	Yes	No	Yes	Yes	<p>Section 3: add allowance for 2 alternates. Qualify minority rep to be 4 regular commissioners.</p> <p>Delete last 2 paragraphs in section 3.</p> <p>Section 4: addremove the member with sufficient notice.....</p>
Ordinance establishing Recreation Committee	Yes	No	Yes	OK	<p>Correct typos</p> <p>Section 3: End sentence after the word "town"</p> <p>Revise the # of members upward to a number determined by the BOS.</p> <p>Section 4: ".....for terms of two years; new appointments shall be staggered." Remove rest of paragraph.</p> <p>This ordinance was re-written and approved at Town Mtg May 27, 2008 to expand to include Community Activities.</p>

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	This is the statute allowing for creation of Regional Planning districts. Statutory reference is Chapter 127, Section 8-31a. Ordinance & reference are still valid. In section II, remove “.....having a pop of...” Just state: The Town of Hampton shall have two representative to the agency.
Ordinance re WINCOG	Maybe	No	Yes	OK	This ordinance is technically OK. Statutory reference is: Title 4, Chapter 50, section 4-124i-p. All text in ordinance is directly from the statute. If we are OK with leaving the “whereas” stuff in the beginning, this one is OK.