

**ORDINANCE COMMITTEE MEETING
TOWN OF HAMPTON
November 10, 2010
7:30 pm
Town Hall Conference Room**

MINUTES

Present were committee members Kate Donnelly, Bob Burgoyne, Rose Bisson, Russell Fontaine and Leslie Wertam.

1. Meeting was called to order by Town Clerk, Leslie Wertam, at 7:32 pm.
2. Audience for Citizens: none present.
3. Election of Chairman: Bob Burgoyne/Kate Donnelly moved/seconded to nominate Russ Fontaine as Chairman. No other nominations were made. The vote was unanimous in favor. The meeting was turned over to Russ. Leslie volunteered to take the minutes for the meetings.
4. Review/revise Committee Charge: The committee reviewed the charge that was given to the committee initiated in 2008 (copy attached). Bob Burgoyne/Russ Fontaine moved/seconded to accept the charge as stated in the November 17, 2008 Special Town Meeting document. The vote was unanimous in favor.
5. Establish regular meeting dates/time: The committee will meet for special meetings on December 1st, 15th, and 29th 2010 at 6:00pm in the Town Hall Conference Room. A schedule of regular meeting dates thereafter will be submitted to the Town Clerk as required by statute.
6. Review requests for revisions to exiting ordinances: Several requests were reviewed. Chairman Russ asked that before the next meeting the committee members review in detail all existing ordinances for format and typographical errors. Russ will request the existing ordinance template from former committee chairman Melanie Johnston, and research definitions of agency/committee/commission/board terminology.
7. Development of work plan/timeline: tabled to next meeting.
8. Adjournment: Leslie/Bob moved/seconded to adjourn at 8:10pm.

Respectfully submitted,
Leslie Wertam

2008 Ordinance Committee Charge

Monday, November 17, 2008 7:30 PM
Special Town Meeting Regarding Ordinances

Committee charge:

- a. Review existing town ordinances.
- b. Identify any that need to be repealed.
- c. Identify any that need amendment and draft recommended revisions.
- d. Identify any that do not need amendment or to be repealed, but need to be “published” per statute Sec.7-148a and have them published.
- e. Identify any repeals or amendments that need to be brought to Town Meeting and prepare information for the BOS and the public in preparation for said Town Meeting.
- f. Consistent with statute, make a recommendation to the BOS regarding how to organize and maintain the ordinances for public access.
- g. Make a recommendation for how ordinances should be regularly reviewed and updated going forward.

2010 Ordinance Committee Members/Contact Info

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Leslie Wertam 860-455-1124
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Term of office – all members: July 6, 2010 to July 6, 2012