

NEWPORT CITY COUNCIL MINUTES

August 19, 2024

A duly warned meeting of the Newport City Council was held on Monday, August 19, 2024, in the Council Room in the Newport City Municipal Building. Present were: Mayor Linda Sullivan, Council President Chris Vachon, Council Members Kevin Charboneau, Rick Ufford-Chase, and Clark Curtis, City Manager Jonathan DeLaBruere, Assistant City Clerk/Treasurer Stacey Therrien, Thomas Bernier, Travis Bingham, and members of the press and public.

Mayor Sullivan called the meeting to order at 6:00 p.m.

Additions/Deletions to the Agenda

Item number 13 deleted.

Consent Agenda

Mr. Vachon moved to approve the consent agenda. Seconded by Mr. Ufford-Chase, Mr. Curtis abstained, motion carried.

FY 2024/2025 Cash Flow Projections:

City Manager, Mr. DeLaBruere presented a cash flow projection acknowledging assistance from Council Member, Mr. Ufford-Chase. Motion made by Mr. Ufford-Chase to allow City Clerk/Treasurer to transfer \$300,000 from the City's line of credit to the general fund. Seconded by Mr. Vachon, the motion was carried unanimously.

Update to the Policy on the Administration of Public Records Request:

City attorney, Beriah Smith, explained the recommended amendment to the "Policy on Administration of Public Records" to the Council for their consideration. Mr. Vachon made a motion to approve the amended Policy. Seconded by Mr. Curtis, the motion was carried unanimously.

Vermont Local Government Institute Letter of Support:

City Manager, Mr. DeLaBruere, requested approval for two one-day training programs through University of Vermont PACE, in collaboration with VLCT, and VTCMA. Mr. Vachon made a motion to authorize Mr. DeLaBruere to attend the trainings. Seconded by Mr. Charboneau, the motion was carried unanimously.

Vermont 250th Anniversary Resolution:

Mayor Sullivan read the "Vermont 250th Anniversary Resolution" received from the Vermont 250th Anniversary Commission. The State of Vermont is hoping all cities and towns will participate in creating local committees to be involved in working with the VT 250th Commission on events to celebrate the State of Vermont's history. She asked those wanting to be on the committee as volunteers to email Mayor Sullivan or Council President, Mr. Vachon. Mr. Curtis made a motion to approve the resolution. Seconded by Mr. Vachon, the motion was carried unanimously.

DPW Mower Bids:

Bids were presented to the Council for consideration for a Z Turn Mower. Mr. Vachon made a motion to approve the bid from Newport Farm and Garden. Seconded by Mr. Ufford-Chase, the motion was carried unanimously.

DPW Indian Head Pump Station Generator Bids:

A bid was presented to the Council for consideration for the Indian Head Pump generator replacement. Mr. Ufford-Chase made a motion to approve the bid from Powers Guaranteed Services. Seconded by Mr. Vachon, the motion was carried unanimously.

DPW Concrete Pedestal Bids:

Bids were presented to the Council for consideration for concrete light pole pedestals for the Causeway. Mr. Vachon made a motion to approve the bid from S.D. Ireland. Seconded by Mr. Curtis, the motion was carried unanimously.

City Assets:

Statement made by Mayor Sullivan that the City Manager should know where all assets are located.

Real Estate (1 V.S.A. § 313(a)(2)):

Mr. Vachon moved to enter executive session in accordance with 1 V.S.A § 313(a)(2) to discuss potential real estate litigation and to invite City Manager, Mr. DeLaBruere, and Police Chief, Travis Bingham, to join executive session. Seconded by Mr. Ufford-Chase, the motion was carried unanimously.

No action.

Fire Chief Interviews (1 V.S.A. § 313(a)(3)):

Mr. Vachon moved to enter executive session in accordance with 1 V.S.A § 313(a)(3) to discuss Fire Chief position and to invite Police Chief, Travis Bingham, and Kevin Lacoss to join executive session. Seconded by Mr. Curtis, the motion was carried unanimously.

No action.

Personnel Evaluation (1 V.S.A. § 313(a)(3)):

Mr. Vachon moved to enter executive session in accordance with 1 V.S.A § 313(a)(3) to discuss personnel evaluation. Seconded by Mr. Curtis, the motion was carried unanimously.

No action.

Mr. Curtis made a motion to advertise for an an Interim Accountant/Assistant to City Manager. Seconded by Mr. Ufford-Chase, the motion was carried unanimously.

Personnel Evaluation (1 V.S.A. § 313(a)(3)):

Mr. Vachon moved to enter executive session in accordance with 1 V.S.A § 313(a)(3) to discuss personnel evaluation. Seconded by Mr. Curtis, the motion was carried unanimously.

No action.

Comments by Members of the Public:

Jennifer Bjurling commented on Personnel Policy.

New Business:

None.

Old Business:

The City Manager, Mr. DeLaBruere, stated the Newport Downtown Development Public Forum regarding the Downtown Newport Master Plan to be held on August 20, 2024 from 5:30 pm to 7:00 pm at the Goodrich Memorial Library.

Mayor Sullivan stated multiple applications were received for the Fire Chief position and interviews will be set up for the most promising candidates.

Next Meeting:

Mr. Vachon moved to set the next meeting date for September 9, 2024. Seconded by Mr. Curtis, the motion carried unanimously.

Adjourn:

Mr. Vachon moved to adjourn at 10:02 pm. Seconded by Mr. Curtis, the motion carried unanimously.

Attested _____ This _____ Day of August 2024.

Mayor