

City Manager (802) 334-5136
334-3891
City Clerk/Treasurer 334-2112
334-3892
Public Works 334-2124
Zoning Adm./ Assessor... 334-6992
Recreation/Parks 334-6345
Fax 334-5632



City of Newport
222 Main Street
Newport, Vermont 05855

Newport City Council Meeting
Council Special Meeting Agenda
Monday, Nov 18, 2024, beginning at 6:00 p.m.
Gateway Center: 84 Fyfe Dr.
Newport, VT 05855

Google Meet joining info

Video call link: <https://meet.google.com/ady-ekw-xxe>

Or dial: (US) +1 443-584-3922 PIN: 622 177 340#

City Council: Linda Joy Sullivan, Mayor
Chris Vachon, Council President
Kevin Charboneau
Clark Curtis
Rick Ufford-Chase

James D. Johnson, City Clerk/Treasurer

1. Call the Council Meeting to Order
2. Additions/Deletions to the Agenda
3. Consent Agenda
 - a. Regular meeting minutes of November 4, 2024
 - b. Regular meeting minutes of November 8, 2024
 - c. AP Warrants 2024 11 7
 - d. PR Warrants 2024 11 14
 - e. Liquor Licenses / Vendor Permits / Special Events Permits
4. Appointment of Health Officer - Potential Vote
5. NBRC Authorized Official & General Resolution - Potential Vote
6. Ambulance Services Agreement - Potential Vote
7. Presentation/Discussion regarding VHB Improved Master Plan Sharing - Potential Vote
8. Comments Members of the Public
9. New Business
10. Old Business
11. Adjourn

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 Newport, Vermont 05855

Newport City Council Meeting Participation Guidelines

Newport City Council meetings are for the purpose of allowing Council members to conduct City business. Distinct from public hearings or town meetings, City Council meetings are held in public, but are not meetings of the public. City Council meetings are the only time the City Council members have to discuss, deliberate and decide upon City matters. In an effort to conduct orderly and efficient meetings, the Mayor kindly requests your cooperation and compliance with the following guidelines:

1. Please be respectful of each other, Council members, city staff, and the public.
2. Please raise your hand to be recognized by the Mayor. Once recognized, please state your name and address or affiliation.
3. Please address only the Mayor and not members of the public, staff, or presenters.
4. Please abide by any time limits. Time limits will be used to ensure everyone is heard and that there is sufficient time for the Council to complete their agenda within a reasonable timeframe.
5. The Mayor will make a reasonable effort to allow everyone to speak once before speakers address the Council a second time per the limited 2 minute timeline adopted on January 23, 2017.
6. Once public comment has been heard, discussion will be limited to the City Council members.
7. Please do not interrupt or mock other speakers or otherwise exhibit disruptive behavior during the City Council meeting.
8. Please do not repeat the points made by others, except to indicate agreement or disagreement with other views.
9. Please use the hallway for side conversations. It is difficult to hear speaker remarks when side conversations are occurring in the Council Chamber.
10. Presentations to the Council are not open to public comment. However, per the policy adopted on December 21, 2015, matters on the agenda requiring a vote are open to public comment immediately prior to the Council vote.
11. Individuals who do not abide by these procedures will be asked to leave the Council Chamber.

Council Minutes

November 4, 2024

A duly warned meeting of the Newport City Council was held on Monday, November 4, 2024 in the Newport Municipal Building. Present were Mayor Linda Sullivan, Council President Chris Vachon, council members Kevin Charboneau, Clark Curtis, Rick Ufford-Chase, City Manager Jonathan DeLaBruere, City Clerk/Treasurer James D. Johnson, Chief Travis Bingham, Interim Fire Chief Kevin LaCoss, PW Director Tom Bernier, Zoning Admins Francis Cheney, Recreation Director Mike Brown, members of the Press and Public.

Mayor Sullivan called the meeting to order at 6:00 PM

Additions/Deletions to the Agenda

None

Consent Agenda

Minutes of October 21 and October 28, Accts Payable warrant October 25, Payroll Warrant October 31, and Liquor licenses and Vendor permits. Mr. Vachon moved to approve the consent agenda as presented. Seconded by Mr. Ufford-Chase, motion carried.

Extra Mile Heroes Proclamation

Mr. Vachon moved to approve the Proclamation. Seconded by Mr. Curtis, motion carried.

Award Certificates were presented to The Military Funeral with Honors Team from American Legion Post 23, Sarah Chadburn Newport Downtown Development, Amy Gillespie Overdose Awareness Project, and John Aldridge Dir, Memphremagog Science and Education Center.

Floating Classroom Presentation

Douglas Coutts gave an update on the Memphremagog Science and Education Center in collaboration with Memphremagog Community Maritime.

Ratification of Water and Sewer Rates

Mr. Vachon moved to approve council ratification of the Sewer and Water Rate increases approved on October 28, 2024. Metered Sewer 8%, non-metered sewer 26%, metered water 6%, and non-metered water 6%, effective November 1, 2024. Seconded by Mr. Ufford-Chase, motion carried.

Open Meeting Law Violation Allegation

Mayor Sullivan moved that the council admit that the agenda item “Financial discussion and tax rate” as was listed on the addenda for the October 28 Special meeting was not sufficiently specific to put the public on notice that the city’s water and sewer rates were to be considered under that agenda item and that the council action on the water/sewer rates during that meeting violated the open meeting law and that the council hereby states it has now cured that violation at this meeting. Seconded by Mr. Ufford-Chase, motion carried.

City Council Policy on Water and Sewer Agenda Items

Mayor Sullivan moved that whenever the council intends to consider issues that fall under its jurisdiction over the water/sewer system the agenda item shall include the phrase Water and Sewer. Seconded by Mr. Vachon, motion carried.

IT Contract with Beloin Computing

Mr. Vachon moved to the contract with Beloin Computing. Seconded by Mr. Curtis, motion carried.

Gardner Park VCDP Grant Financial Commitment

Carter Finnegan updated the council on the Gardner Park Project. A letter of support from the city is needed for the awarding of the grant.

Mr. Vachon moved that the finding of the commitment of the financial resources letter dated November 4, 2024. Seconded by Mr. Ufford-Chase, motion carried.

Gardner Park Playground Equipment

Mr. Cheney updated the council on the playground equipment project. Some permits are needed Mr. Cheney recommended the work stop until permits are acquired.

City Financials, Medical Reimbursement Policy, Fire Department Budget update, Recreation Dept. Budget Update

Mayor Sullivan, Mr. Vachon and Mr. Johnson will be reviewing the Medical Reimbursement Policy. Andrew Carbine updated the council on the Fire Dept. budget status. Recreation Director Mike Brown updated the council on the Recreation Dept. budget status

Employee Evaluations of City Official- Executive Session 1 V.S.A. 313(a)(3)

Mr. Vachon moved to find that general public knowledge of the confidential attorney-client communications for providing legal services to the City Council would place the city in substantial disadvantage because disclosure of the otherwise confidential advice/communication by waiving the cities attorney-client privilege 1 V.S.A. 313(a)(3). Seconded by Mr. Curtis, motion carried.

Mr. Curtis moved to enter into executive session for employee evaluations of city official and invite the City Attorney and City Manager if needed. Seconded by Mr. Vachon, motion carried.

No action.

Comments by the Public

Jennifer Hopkins commented on the Personnel Policy, the Sewer/Water vote, and suggested a link to the city council meetings.

Anne Chiarello thanked the council for their hard work.

New Business

Mayor Sullivan read the Proclamation supporting North Country Hospital.

Mr. Ufford-Chase would like to discuss the process for budgeting water/sewer at the next meeting.

Old Business

None

Next Meeting Date

Mr. Curtis moved to set November 18, 2024 as the next meeting date. Seconded by Mr. Vachon, motion carried.

Adjournment

Mr. Ufford-Chase moved to adjourn at 8:48 pm. Seconded by Mr. Charboneau, motion carried.

Attested _____ This _____ Day of November 2024

_____ Mayor

Special Council Meeting

November 8, 2024

A duly warned Special council Meeting of the Newport city council was held on Friday, November 8, 2024 in the council room in the Newport Municipal Building. Present were Mayor Linda Sullivan, Council President Chris Vachon, council members Kevin Charboneau, Rick Ufford-Chase, Clark Curtis, City Clerk/Treasurer James Johnson, Police Chief Travis Bingham, members of the Press and Public

Mayor Sullivan called the meeting to order at 5:00 PM

Additions/Deletions to the Agenda

None

Consideration of Disciplinary Action of City Official – Executive Session 1 V.S.A. 313(a)(4)

Mr. Vachon moved to find that premature general public knowledge of confidential attorney- client communication made for providing legal services to the City of Newport Council would place the city at a substantial disadvantage because disclosure of the otherwise confidential communication would harm the city by waiving the cities attorney – Client privilege. 1 V.S.A. 313(a)(3). Seconded by Mr. Ufford-Chase, motion carried.

Mr. Vachon moved to enter into executive session to discuss confidential attorney-client communication with the City Attorney for providing professional services and invite the City Attorney into executive session pursuant to 1 V.S.A. 313(a)(3). Seconded by Mr. Curtis, motion carried.

No action.

Mr. Ufford-Chase moved to terminate the contract between Jonathan DeLaBruere, City Manager and the City of Newport effective immediately and following the process delineated in the contract. Seconded by Mr. Vachon.

There were several comments by the public.

The motion carried. Ufford-Chase, Curtis, Vachon in favor. Charboneau against the motion.

New Business

None

Old Business

None

Adjournment

Mr. Vachon moved to adjourn at 60 PM. Seconded by Mr. Charboneau, motion carried.

Attested _____ this _____ Day of _____ 2024

Mayor

DRAFT

Persons commenting 11/8/24

Jennifer Bjurling

Taylor Josephson

Alex Sullivan

Jon bouchard

Paul Monette

Melissa Pettersson

Tina LeBlond

Wendy Franklin

Robert Darling

Bert DeLaBruere

David Bedard

Don Costello

Mark DeLaBruere

Calvin Casewell

Allen DeLaBruere

DRAFT

11/07/24
10:59 am

City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 02(GENERAL FUND) From 10/01/24 To 10/31/24

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
COUNCIL93 AFSCME COUNCIL 93	PR-10/03/24	Payroll Transfer	318.45	0.00			--/--/--
COUNCIL93 AFSCME COUNCIL 93	PR-10/17/24	Payroll Transfer	339.68	0.00			--/--/--
COUNCIL93 AFSCME COUNCIL 93	PR-10/31/24	Payroll Transfer	307.84	0.00			--/--/--
EYEMED FIDELITY SECURITY LIFE INSURAN	PR-10/03/24	Payroll Transfer	3.12	0.00			--/--/--
EYEMED FIDELITY SECURITY LIFE INSURAN	PR-10/17/24	Payroll Transfer	3.12	0.00			--/--/--
EYEMED FIDELITY SECURITY LIFE INSURAN	PR-10/31/24	Payroll Transfer	3.12	0.00			--/--/--
EYEMED FIDELITY SECURITY LIFE INSURAN	103124	Eye Ins. Adj.	-2.62	0.00			--/--/--
MUTUAL O MUTUAL OF OMAHA	110124	Life & Disability Ins.	2442.72	0.00			--/--/--
MVP MVP HEALTH CARE, INC	PR-10/03/24	Payroll Transfer	1671.61	0.00			--/--/--
MVP MVP HEALTH CARE, INC	PR-10/17/24	Payroll Transfer	1671.61	0.00			--/--/--
MVP MVP HEALTH CARE, INC	PR-10/31/24	Payroll Transfer	1581.06	0.00			--/--/--
MVP MVP HEALTH CARE, INC	103124	Insurance Premium	47414.30	0.00			--/--/--
NE DELTA NORTHEAST DELTA DENTAL	PR-10/03/24	Payroll Transfer	298.65	0.00			--/--/--
NE DELTA NORTHEAST DELTA DENTAL	PR-10/17/24	Payroll Transfer	290.81	0.00			--/--/--
NE DELTA NORTHEAST DELTA DENTAL	PR-10/31/24	Payroll Transfer	283.69	0.00			--/--/--
NE DELTA NORTHEAST DELTA DENTAL	103124	Dental Premium	753.67	0.00			--/--/--
NEPBA NEPBA LOCAL 434	PR-10/03/24	Payroll Transfer	475.00	0.00			--/--/--
NEPBA NEPBA LOCAL 434	PR-10/17/24	Payroll Transfer	475.00	0.00			--/--/--
NEPBA NEPBA LOCAL 434	PR-10/31/24	Payroll Transfer	475.00	0.00			--/--/--
VSP VSP INS - VISION CARE	PR-10/03/24	Payroll Transfer	121.92	0.00			--/--/--
VSP VSP INS - VISION CARE	PR-10/17/24	Payroll Transfer	117.30	0.00			--/--/--
VSP VSP INS - VISION CARE	PR-10/31/24	Payroll Transfer	122.28	0.00			--/--/--
VSP VSP INS - VISION CARE	103124	Eye Ins. Premium	287.75	0.00			--/--/--
VTRETIRE VMERS DB	PR-10/03/24	Payroll Transfer	27258.10	0.00			--/--/--
VTRETIRE VMERS DB	PR-10/17/24	Payroll Transfer	27663.51	0.00			--/--/--
VTRETIRE VMERS DB	PR-10/31/24	Payroll Transfer	27789.22	0.00			--/--/--
VTRETIRE VMERS DB	103124	VMERS Adj.	-0.08	0.00			--/--/--

11/07/2024
10:59 am

City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 02(GENERAL FUND) From 10/01/24 To 10/31/24

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
		Report Total	142,167.83	0.00	0.00		

CITY COUNCIL



To the Treasurer of City of Newport, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ***142,167.83
Let this be your order for the payments of these amounts.

EMAILED

NOV 07 2024

BY: 8

to mayor

11/04/24
11:12 am

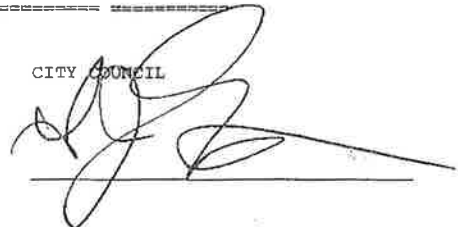
City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01 (GENERAL FUND) From 11/04/24 To 11/04/24


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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
SP&F ATT SP&F ATTORNEYS, P.C.	10172024	Mystiq Heights PC IOLTA	5000.00	0.00			--/--/--
Report Total			5,000.00	0.00	0.00		

To the Treasurer of City of Newport, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****5,000.00
Let this be your order for the payments of these amounts.

CITY COUNCIL



MAILED *to mayor*
NOV 04 2024


Report Grand Total

Fund Totals	Expenditures	Dis-Encumbrance
9	5,000.00	0.00
	5,000.00	0.00

11/12/24
02:46 pm

City of Newport Payroll
Check Warrant Report #
Check date 11/14/24 to 11/14/24

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
BERNTH	BERNIER, THOMAS L.	E2088728	11/14/24	0.00	2614.93
BINGTR	BINGHAM, TRAVIS R.	E2088706	11/14/24	0.00	2203.30
BOUCBE	BOUCHER, BENJAMIN G.	E2088729	11/14/24	0.00	1481.34
BRASAR	BRASSARD, ARNOLD J.	20699	11/14/24	364.60	0.00
BROWMI	BROWN, MICHAEL E.	E2088743	11/14/24	0.00	1703.69
BRYASC	BRYANT, SCOTT A.	E2088721	11/14/24	0.00	1563.57
CAMBTU	CAMBER, TUCKER J.	E2088730	11/14/24	0.00	1431.85
CARRER	CARRIER, ERIC A.	E2088738	11/14/24	0.00	1729.65
CHENFR	CHENEY, FRANCIS E., III	20691	11/14/24	1741.74	0.00
CHURRO	CHURCHILL, ROBYN D. H.	20690	11/14/24	1581.87	0.00
COLLDA	COLLINS, DANIEL F.	20692	11/14/24	1624.65	0.00
DILLTR	DILLON, TRAVIS J.	E2088731	11/14/24	0.00	1758.66
FINNPA	FINN, PATRICK W.	E2088744	11/14/24	0.00	1362.68
FLYNKU	FLYNN, KURK O.	E2088722	11/14/24	0.00	1916.56
GAGELA	GAGE, LARRY L., JR	E2088732	11/14/24	0.00	1495.01
GONYAN	GONYAW, ANDREW T.	E2088707	11/14/24	0.00	1710.15
GOSSRO	GOSELIN, ROBERT J.	E2088746	11/14/24	0.00	1335.50
GOSSROG	GOSELIN, ROGER M.	E2088727	11/14/24	0.00	155.14
GRENLE	GRENIER, LEO C., III	20693	11/14/24	1807.04	0.00
GRUBRO	GRUBE, ROSS E.	E2088739	11/14/24	0.00	1767.08
GUYEDA	GUYER, DAVIS M.	E2088708	11/14/24	0.00	1682.79
HARTER	HARTMAN, ERIC P.	E2088733	11/14/24	0.00	1231.41
HERMJA	HERMAN, JASON M.	E2088740	11/14/24	0.00	2135.61
HOADAN	HOADLEY, ANNIE J.	20694	11/14/24	115.44	0.00
HORNDU	HORNE, DUSTIN J.	E2088726	11/14/24	0.00	1011.59
JACODA	JACOBS, DAVID M.	E2088709	11/14/24	0.00	2885.41
JACOTA	JACOBS, TANNER D.	E2088710	11/14/24	0.00	1620.24
JOHNJA	JOHNSON, JAMES D.	E2088704	11/14/24	0.00	1763.16
KEITNI	KEITHAN, NICHOLAS N.	E2088711	11/14/24	0.00	2450.01
KINGCA	KING, CARL P.	20689	11/14/24	85.21	0.00
LANCRJ	LANCASTER, ROYCE J., JR	E2088734	11/14/24	0.00	1419.38
LANCRO	LANCASTER, ROYCE E., SR	E2088712	11/14/24	0.00	2010.71
LECLJJ	LECLAIR, JAMES A., JR	E2088713	11/14/24	0.00	1879.74
LEINEM	LEINOFF, EMILY R. L.	E2088723	11/14/24	0.00	2164.50
LILLJO	LILLIS, JOSHUA S.	E2088714	11/14/24	0.00	2019.70
MARCCO	MARCOUX, COREY J.	E2088735	11/14/24	0.00	1292.21
MARSJA	MARSH, JARED A.	E2088742	11/14/24	0.00	1535.27
MAYHCO	MAYHEW, COLLEEN A.	20696	11/14/24	138.26	0.00
MAYHCO	MAYHEW, COLLEEN A.	20697	11/14/24	271.77	0.00
Total of 2 items for MAYHCO				410.03	0.00
MCKEDO	MCKENNY, DOUGLAS G., JR	20695	11/14/24	1542.43	0.00
MILLER	MILLER, ERIC R.	E2088724	11/14/24	0.00	1646.16
MORIJO	MORIN, JONATHAN L.	E2088715	11/14/24	0.00	3298.90
MOULCH	MOULTON, CHARLES D.	E2088716	11/14/24	0.00	2930.39
PATEAN	PATENAUDE, ANDREW M.	E2088736	11/14/24	0.00	1741.91
PRUEMI	PRUE, MICHAEL R.	E2088737	11/14/24	0.00	1372.42
QUARHE	QUARLES, HENRY A., III	E2088741	11/14/24	0.00	1059.53
RIVENI	RIVERS, NICHOLAS R.	E2088717	11/14/24	0.00	2289.19

11/12/24
02:46 pm

City of Newport Payroll
Check Warrant Report #
Check date 11/14/24 to 11/14/24

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
RONDJO	RONDEAU, JOSEE	E2088745	11/14/24	0.00	555.84
ROWEJO	ROWE, JONATHAN M.	20700	11/14/24	344.61	0.00
SAAMAB	SAAMAN, ABRAHAM J.	E2088718	11/14/24	0.00	1459.97
SMITCO	SMITH, CODY M.	E2088719	11/14/24	0.00	1436.19
SMITGR	SMITH, GREGORY P.	20698	11/14/24	458.66	0.00
SYKECO	SYKES, COLIN S.	E2088720	11/14/24	0.00	1707.44
THERST	THERRIEN, STACEY L.	E2088705	11/14/24	0.00	1175.45
WELLMO	WELLS, MONICA R.	E2088725	11/14/24	0.00	1277.86
				<u>10076.28</u>	<u>73282.09</u>

To the Treasurer of City of Newport Vermont:

We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ **83,358.37

Let this be your order for the payments of these amounts.

City Council:
