

**DRAFT**

**Newport City Development Review Board  
February 19, 2025 – 6:30PM**

**Attendees: Agathe Coburn, Denis Chenette, Patrick Hurley, Melissa Pettersen, Jay Walsh, Jay Gonyaw, Laurie Grimm, Frank Cheney (Zoning Administrator)**

**Absent: Andrew Touchette (attending the City Council elections meet & greet)**

1. Agathe called the meeting to Order at 6:34PM.
2. Agathe tabled accepting the September 25, 2024 minutes until all members have more time to review them.
3. Frank started by explaining the difference between ex-parte communication and conflict of interest as it relates to the application and applicants.
4. Melissa recused herself from the voting body due to potential for perceived conflict of interest.
5. Patrick recused himself from the voting body due to the potential for perceived conflict of interest.
6. Agathe stated that those in attendance are the only parties eligible to appeal; only the applicant (Director of Parks & Rec) and Director of Parks & Rec staff were present.
7. Agathe reviewed the Zoning Application #25002 from the City of Newport, then handed over the floor to the applicants.
  - a. The DPW Director reviewed the overall project scope, corrective action measures, changes to original design, and other relevant details.
  - b. The Parks & Rec Director reviewed the playground facilities,
8. Jay G asked about runoff from the misters, drainage, potential for contaminated discharge through the ditch system and surface underdrain. The underdrain is situated on top of the geotextile barrier; therefore runoff from the playground and mister areas will not interact considerably with any residual contamination.
9. Patrick asked about the anchoring systems and how they would interact with the geotextile barrier. The barrier will be intentionally punctured for footings/anchoring systems and patched as needed. Residual soils from footing/anchoring excavation work must be removed from the site and disposed of according to Corrective Action Plan.
10. Melissa asked about the split rail fencing vs. chain link; aesthetics, safety, pressure treated wood, splinters, etc.
11. As-built survey must document the +/- 3" tolerance for pre-project & post-project grades and elevations. Survey must be submitted to the State in order to meet permit requirements and close out the Corrective Action Plan efforts.
12. Denis asked if the initial Floodplain application and Floodplain Manager comments were based on the splash pad and since the project scope has changed to misting poles if that posed an issue. Frank and Patrick stated their opinions that this would not pose an issue for the floodplain manager and may lessen the inherent risks and complexity compared to the splash pad.
13. Frank explained the floodplain and flood hazard zones for 100-year, 500-year floods.
14. Jay G, Patrick, and Jay W discussed a desire to seal or otherwise patch the holes that would be made in the geotextile barrier in order to install the playground equipment, mister poles, etc. DPW Director indicated that they have excess barrier materials to use to patch. Jay G suggested using bentonite clay to plug and seal the footer holes.

15. Agathe reviewed the bylaws and conditional use permit requirements specific to the Special Flood Hazard Areas.
16. The DRB reviewed comments from Sacha Pealer, Floodplain Manager, to ensure the project meets their requirements and addresses outstanding concerns.
17. Denis made a motion to approve application #25002 with the following conditions:
  - a. All requirements set forth in the November 21, 2025 letter by Katrina Mattice of by Stone Environmental and all requirements set for in the January 10, 2025 letter by Sacha Pealer of the VT Department of Environmental Conservation are met and...
  - b. The 15-day public appeal period
  - c. Require as-built topographic survey plan confirming elevations match pre-project elevations
  - d. Substantial changes to the project require permit amendments
  - e. Applicants obtain all State and Federal Permits required to complete the land development
  - f. Successful completion of Corrective Action Plan Scope of Work, final reporting, State of Vermont approval/acceptance, and ongoing inspections
  - g. All penetrations of the membrane be sealed with bentonite or other product as approved by the Project Engineer.
18. Jay Walsh seconded the motion.
19. Denis Chenette, Laura Grimm, Jay Gonyaw, Jay Walsh, & Agathe Coburn voted in favor and approved the motion
20. Patrick & Melissa abstained from voting.
21. No new business was proposed.
22. Frank reminded members that the Ethics course is required to be completed by September 2025.
23. Denis Chenette made a motion to adjourn the meeting. Laurie seconded the motion.
24. All voted in favor to adjourn.