

Council Minutes

March 17, 2025

A duly warned meeting of the Newport City Council was held on Monday, March 17, 2025 in the council room in the Newport Municipal Building. Present were Mayor Rick Ufford-Chase, council members Carter Finegan, Kevin Charboneau, Andrew Touchette, City Clerk/Treasurer James Johnson, Police Chief Travis Bingham, Public works Director Tom Bernier, Recreation Director Mike Brown, Zoning Admin Francis Cheney, members of the Press and public.

Mayor Ufford-Chase called the meeting to order at 6:01 pm.

Additions/Deletions to the Agenda

Number five, proposed Rec. Dept. Food Shelf was tabled. Number five will be council Assignments.

Mr. Charboneau moved to remove number five and replace it with council assignments. Seconded by Mr. Touchette, motion carried.

Consent Agenda, Regular Meeting Minutes, AP Warrants, PR Warrants, Licenses and Permits

Mr. Touchette moved to accept the consent agenda. /seconded by Ms. Finegan, motion carried.

Department Orientation for New Council Members

Department Heads including the City Clerk/Treasurer gave an orientation/presentation to the new council members on their dept. makeup and the services they provide.

Council Assignments

Carter Finegan moved to elect Mr. Charboneau, Council President. Seconded by Mr. Touchette, motion carried. Mr. Charboneau abstained.

Mr. Touchette moved to name A Carter Finegan, Chair Person of the Financial Reporting and Fiscal Practices Task force. Seconded by Mr. Charboneau, motion carried. Charboneau, Touchette, Ufford-Chase in favor. Ms. Finegan abstained.

Mr. Charboneau moved to appoint Mr. Touchette to work with the mayor on personnel matters including the search for a Financial Administrator. Seconded by Ms. Finegan, motion carried. Ufford-Chase, Charboneau, Finegan in favor. Mr. Touchette abstained.

Annual Appointments (attached)

Ms. Finegan moved to affirm all appointments recommended with the Mr. Bernier's name as Weigher of Coal and Inspector of Shingles. Seconded by Mr. Charboneau, motion carried.

Appointments to Special Task Force for Water and Sewer and Special Task force for Financial Reporting and Fiscal Practices: Possible Executive Session 1 V.S.A. 313(a)(3)

Mr. Charboneau moved to enter executive session to review candidates for the Special Task Forces. Seconded by Mr. Touchette, motion carried.

No action.

Mr. Touchette moved to appoint Paul Tice, Patrick Hurley, Jennifer Hopkins, Carl King and Edward Gil De Rubio to the Water/Sewer Task force. Seconded by Mr. Charbonneau motion carried. Ms. Finegan abstained.

Ms. Finegan moved to appoint Suzy Small, Hal Rodenberg, Laurie Grimm to the Financial Reporting and Fiscal Practices Task Force. Seconded by Mr. Touchette, motion carried.

Update on Bonds for the Mayor and Council

The Mayor and council members have been bonded.

Comments by the Public

Jay Walsh read a statement regarding the appointment and special election for the vacant council seat.

New business

Ms. Finegan commented on the Bike Rodeo. Mr. Touchette commented on the RCT conference attended by himself and Ms. Finegan.

Old Business

None

Next Meeting Date

Ms. Finegan moved to set the next meeting date for March 20, 2025. Seconded by Mr. Charboneau, motion carried.

Adjournment

Mr. Charboneau moved to adjourn at 8:16 pm. Seconded by Mr. Touchette, motion carried.

Attested _____ This _____ Day of March 2025

Mayor

Draft – Not final w/o Council Approval

Appointments Worksheet for Newport City Council

March 17, 2025

Position	Recommendation	Notes
City Manager	No action	NO ACTION
Superintendent of Streets and Waterworks	Tom Bernier/DPW	✓ OK
Chief of Police	Travis Bingham	✓ OK
Board of Fire Wardens	Chief Kevin LaCoss, First Asst James LeClair, 2 nd Asst. Andrew Carbine	✓ OK
Director Recreation/Parks	Michael Brown	✓ OK
Recreation Committee	For Reappointment – Jaime Comtois (Newport) -2025 Kelli Rhodes (Brownington)- 25 Carter Finnegan (Newport) - 25	✓ OK
Chief Assessor	Frank Cheney	✓ OK
Collector of Taxes <i>Delinquent</i>	Frank Cheney	OK ✓ Until Financial/Office Admin position is filled
Zoning Administrator	Frank Cheney	✓ OK
City Attorney	Appoint two firms: SP&F & Sheehy, Furlong, Behm	✓ OK
Cemetery Commission	Paul Monette, Denis Chanette, Jean Condon	✓ OK
City Landscaper	Robert Gosselin	✓ OK
Planning Commission and Historic Preservation	Re- Appointment Denis Chanette <i>Chrnette</i>	✓ OK
Harbor Master	Patrick Flynn	✓ OK
Harbor Commission	Terms expire for John Monette, Steven Edgerley, and James Johnson – recommend no action ✓ OK	Probable re-appointment – need confirmation from Jim J.
Devp Review Board	Reappoint Melissa Pettersson Jay Gonyaw is resigning	✓ OK
Animal Control Officer	Newport Police ✓ OK	Until contract w independent contractor can be arranged
Health Officer	Michael Brown	✓ OK

Grants Administrator	Frank Cheney ✓ OK	Short-Term – possibly till appt of City Manager ✓ OK
Tree Warden	Robert Gosselin	✓ OK
Representative to NVDA	2 people	Check with Dave Snedeker No Action
Representative to NVEDD		Check with Dave Snedeker NO ACTION
Weigher of Coal	No action	Tom Bernier ✓ OK
Inspector of Wood and Shingles	No Action	Tom Bernier ✓ OK
Building Safety Officer	Frank Cheney	✓ OK
E911 Coordinator	Fire Chief Kevin LaCoss	✓ OK
Emergency Management Director	Fire Chief Kevin LaCoss	✓ OK
Constable	No action required	
Auditors	KBS (Kittell, Branagan, and Sargent)	✓ OK
Grand Jurors	No appointments necessary	Terms expire 2027

PLK 3/19/25

NEWPORT CITY TRANSIENT MERCHANTS AND ITINERANT VENDORS APPLICATION

PLEASE ANSWER ALL APPLICABLE QUESTIONS

DATE 3/5/25

Name(s) Richard Lansing

Business Name " " "

Phone # 802-355-9247

Address Box 592

Date of Birth 12/24/47

Have you ever been convicted of any misdemeanor, felony, or violation of any municipal ordinance? NO

If yes, please explain _____

Name, address, and phone # of current employer, if applicable retired

Food Peddler's State License # MRT 1009-1401

Vehicle Registration # _____ License Plate # 330A799 VT

Type of Goods Being Sold Pretzels, Slush, Nachos, virgin pina colada, Cotton candy, water, maple cheez, strawberries, Lemonade

Description of Cart, Stand, or Vehicle 10' x 10' white tent

Proposed Location Gardner Park - July 4th

Hours of operation Noon - 10pm Days of operation July 4th

Duration 1 YEAR (\$300) 6 MONTHS (\$200) _____ # OF MONTHS WEEKEND (\$50/WKND) _____ # OF WEEKENDS

Pictures Enclosed? Applicant(s) Cart, Stand, Vehicle, or Structure

Insurance Information Kinney - St. Albans, VT

Insurance Certificate Enclosed including City of Newport as certificate holder \$100,000 Liability for personal injury \$25,000+ Property Damage

FOR OFFICE USE ONLY

Type of License Central General Vehicle

Fee Due _____ Fee Paid _____ Duration _____

Temporary Issued _____ To _____

License Approved _____ Signature _____ Title _____ Date _____

Dated Valid _____ To _____ Notes _____