

City Manager..... (802) 334-5136  
City Clerk / Treasurer..... 334-2112  
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  
[www.newportvermont.org](http://www.newportvermont.org)

**Newport City Council Meeting**  
**Regular Meeting Agenda**  
**Monday, August 21, 2017, beginning at 6:30 p.m.**  
**Council Room**

City Council: Paul Monette, Mayor  
John Wilson, President  
Denis Chenette  
James Merriam  
Julie Raboin

Laura Dolgin, City Manager  
James D. Johnson, City Clerk/Treasurer

1. Call the Regular Council Meeting to Order
2. Approve Minutes of the August 7, 2017
3. Comments by Members of the Public  
*Public Comments will be limited to no more than two (2) minutes per person. All participants must sign in and clearly state their name and the topic of the comment. No action will be taken on items raised until a subsequent meeting (if warranted).*
4. Anticipated Executive Session, Pending Litigation/Contract, 1 VSA 313 (a)(1)(A); (a)(1)(E);  
Interlocal Agreement For Water Between Village of Derby Center and City of Newport (1997).
5. Potential Council Action with Regard to Contract.
6. Appoint VLCT Voting Delegate; Vote.
7. New Business
8. Old Business
9. Set next meeting: Regularly Scheduled Council Meeting, September 11, 2017; Centennial  
Planning Committee: September 21, 2017 at 5:00 - 7:00.
10. Adjourn

## 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 per the policy adopted on December 21, 2015 and ratified on January 23, 2017:

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. Non-confidential materials pertaining to this agenda are available for inspection at the City Clerk's office and on the city website commencing at 9:00 a.m., on the morning of the meeting.
5. Please abide by time limits. Time limits will be used to insure everyone is heard and that there is sufficient time for the Council to complete their agenda within a reasonable timeframe.
6. The Mayor will make a reasonable effort to allow everyone to speak once before speakers address the Council a second time per the limits adopted on January 23, 2017.
7. Once public comment has been heard, discussion will be limited to the City Council members.
8. Please do not interrupt or mock other speakers or otherwise exhibit disruptive behavior during the City Council meeting.
9. Please do not repeat the points made by others, except to indicate agreement or disagreement with other views.
10. Please use the hallway for side conversation. It is difficult to hear speaker remarks when side conversations are occurring in the Council Chamber.
11. 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, and after council deliberations.
12. Individuals who do not abide by these procedures will be asked to leave the Council Chamber.

**COPIED TO COUNCIL**

**Council Minutes**

**August 7, 2017**

**DRAFT**

A duly warned meeting of the Newport City council was held on Monday, August 7, 2017 in the council room in the Newport Municipal Building. Present were Mayor Paul Monette, Council President John Wilson, Council Members Julie Raboin, Denis Chenette, and James Merriam, City Manager Laura Dolgin, City Clerk/Treasurer James Johnson, Tom Bernier, Bryan Schramm, members of the Press and Public.

Mayor Monette called the meeting to order at 6:30 PM.

**Approval of Minutes**

Mr. Wilson moved to approve the minutes of July 17, 2017. Seconded by Mr. Chenette, motion carried unanimously.

Ms. Raboin moved to approve the minutes of August 1, 2017. Seconded by Mr. Chenette, motion carried. Raboin, Chenette, Merriam voted in favor. Wilson abstained.

**Comments by the Public**

Colleen Moore DE Ortiz stated she was sorry to hear the Recreation Dept. would no longer be offering School Vacation Camps.

Anne Chiarello commented on the proposed rules of procedure for council meetings.

Susan Watson commented on the School Vacation Camps.

Pam Ladds commented on the Recreation Dept. cutting programs.

Ken Cartee commented on the status of the vacant lot on Main St.

**Rules of Procedure**

Again, there was a lengthy discussion on the proposed Rules of Procedure. Mayor Monette noted that Ms. Raboin's proposed changes were reviewed by the City Attorney. His recommendation was to leave the rules as proposed. There was also discussion about when material should be made available to the public in advance of council meetings.

Mr. Merriam moved to approve the rules of Procedure as proposed. Seconded by Ms. Raboin. Discussion continued. Ms. Raboin withdrew her second to the motion. After discussion Mr. Chenette seconded the motion. The motion carried Chenette, Wilson, Merriam in favor. Raboin against.

**Budget Status Report**

Mr. Chenette noted there were no sub-totals for the 0-00-29 and 0-30-31 accounts on the report. Mr. Johnson will make the corrections.

Mr. Wilson asked why there was no budgeted income for the Stone Garden program but there were expenses. Mr. Johnson stated the expenses would be reimbursed by the state. Income was not budgeted because Chief DiSanto could not tell what the income might be.

**New Business**

Mr. Johnson presented a Vendor's Permit application from Bryan Schramm for year-round Taco sales from a camper at Gardner Park and the Lot across from Cumberland Farms. Mr. Chenette moved to authorize the City Clerk to sign the approved permit. Seconded by Ms. Raboin, motion carried unanimously.

Mr. Wilson noted the sneakers are still on the wires in front of the Prouty Inn.

Ms. Raboin noted the Kingdom Games last weekend were very successful.

Mr. Merriam thanked the volunteers at Green Mountain Farm to School.

Mr. Merriam moved to instruct the City Manager to have non-confidential council meeting materials available to the public in the Clerk's office and on line by 9:00 AM on the day of the council meeting. Seconded by Mr. Chenette, motion carried unanimously.

**Old Business**

Mayor Monette noted that Wednesday's on the Waterfront has been very successful.

Ms. Dolgin stated that the Annual Audit is complete and in the words of the auditors, it was flawless. Thanks to all those involved from her office and the City Clerk's office.

**Next Meeting Dates**

Centennial Committee, August 17, 2017. Council Meeting August 21, 2017

**Executive session, Pending Litigation/Contract 1 VSA 313 (a)(1)(A); (a)(1)(E)**

Mr. Merriam moved that it's the board's specific finding that premature general public knowledge of the subjects of the anticipated executive session tonight would clearly place the board and/or persons involved at a substantial disadvantage. Further I move to enter executive session with counsel, for confidential attorney-client communications concerning contracts and pending litigation. Seconded by Mr. Chenette, motion carried unanimously.

No action.

Ms. Raboin moved to enter executive session for personnel. Seconded by Mr. Chenette, motion carried unanimously.

No action.

**Adjournment**

Mr. Chenette moved to adjourn at 9:45 PM. Seconded by Mr. Wilson, motion carried unanimously.

Attested \_\_\_\_\_ This \_\_\_\_\_ Day of \_\_\_\_\_ 2017

\_\_\_\_\_  
Mayor



**To: Vermont Selectboards and City Councils**

**From: Jared Cadwell, President, VLCT Board of Directors**

**Re: VLCT Annual Business Meeting Voting Delegates and Procedure**

**Date: August 17, 2017**

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As part of Town Fair, the Vermont League of Cities and Towns will hold its annual business meeting at the Killington Resort Grand Hotel **starting at approximately 1:30 p.m.** on Wednesday, October 4, 2017.

To ensure that all VLCT member cities and towns are properly represented and able to participate in the adoption of the 2018 VLCT Municipal Policy (our legislative platform) and the election of League officers, we are asking you – as your municipality’s legislative body – to designate **one** official from your town as a **Voting Delegate** for the meeting. This designation will ensure that each **town and city** is heard from and gets the vote to which it is entitled.

Please inform us of your designation by Wednesday, September 27. If necessary, designations may be made on the day of the Annual Meeting at the registration table, where designated delegates pick up their credentials card. The table is located in the Northstar meeting room of the Killington Grand Hotel Resort.

While a currently serving local official may speak at the annual meeting, **only designated city or town delegates may vote.**

According to the VLCT bylaws:

“SECTION 1. VERMONT MUNICIPAL POLICY – The broad outline of policies to be supported by the Vermont League of Cities and Towns during the ensuing legislative session will be developed by the legislative committees; reviewed, amended as needed and approved by the Board of Directors; and adopted at an annual or special meeting. Suggested policy amendments may also be presented by full members in writing prior to the meeting or on the floor at the meeting. The draft policy shall be presented at a duly warned meeting of the membership and shall become the legislative policy of VLCT if approved by a majority of votes cast at the meeting.”

*Sponsor of:*

VLCT Employment  
Resource and Benefits  
Trust, Inc.

VLCT Municipal  
Assistance Center

VLCT Property and  
Casualty Intermunicipal  
Fund, Inc.

The attached Voting Delegate form is *not* a Town Fair registration form. If you want to participate in either day’s activities (workshops, trade show, lunch, and awards ceremony), please complete and return a Town Fair registration form with your payment, or register online at <http://www.vlct.org/eventscalendar>. If you plan to attend *only* the Annual Meeting, please check the appropriate box on the attached voting delegate form.

Enclosure

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*Serving and Strengthening Vermont Local Governments*

# **VLCT ANNUAL BUSINESS MEETING**

**1:30 p.m. - 4:00 p.m.**

**Wednesday, October 4, 2017**

**Killington Grand Hotel Resort  
Northstar Room**

## **DELEGATE DESIGNATION FORM**

**We, the City Council of the Newport, designate the following individual as the voting delegate for our city the 2017 Annual Business Meeting:**

<b>Name (please print)</b>	<b>Position</b>
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**We understand that the above individual will represent the city/town as a voting member of the VLCT membership.**

**Signed,**

<b>Mayor</b>
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<b>Date</b>
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**Please complete and return by Wednesday, September 27th, to VLCT, 89 Main Street, Suite 4, Montpelier, Vermont 05602. If you prefer, you may fax it to us at (802) 229-2211 or bring it with you to TOWN FAIR.**

**Please note that this is not a Town Fair registration form. Visit our website, [www.vlct.org/eventscalendar/](http://www.vlct.org/eventscalendar/), to register on-line.**

**If you plan to attend only the VLCT Annual Meeting (and Wednesday evening Reception in the Exhibit Hal) please check below. There is no charge to attend either Wednesday activity.**

☐ **I will *only* be attending the Annual Meeting.**