

Council Minutes

August 19, 2019

A duly warned meeting of the Newport City Council was held on August 19, 2019 at Gardner Park and the Newport Municipal Building. Present were Mayor Paul Monette, Council President Julie Raboin, Melissa Pettersson, Daniel Ross, Kevin Charboneau, City Manager Laura Dolgin, City Clerk/Treasurer James D. Johnson, Becky Therrien, Corey Marcoux, Tom Bernier, Jessica Booth, Pedro Grondin, Charlie Elliott, Officer Josh Lillis, Lt. Travis Bingham, Fire Chief Jamie LeClair, K9 Ozzy, Ruth Sproull and members of the Press and Public.

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

K9 Demonstration

Patrolman Josh Lillis, K9 Ozzy and Lt. Travis Bingham gave a K9 demonstration at Gardner Park. After the demonstration the meeting was recessed and moved back to the Municipal Building.

Mayor Monette called the meeting back to order at 7:00 PM.

Approval of Minutes

Ms. Raboin moved to approve the minutes of August 5, 2019. Seconded by Mr. Ross, motion carried unanimously.

Comments by the Public

Mayor Monette announced that the City has received a \$250,000 grant from the Northern Borders Regional Commission. The grant is for infrastructure on the Causeway at the entrance to the Waterfront Plaza. (attached)

Permitting Software

Zoning Administrator Charles Elliott gave a demonstration of the new online Permitting Software.

911 Update (attached)

Mr. Elliott presented plans to rename part of Paddock Lane to a new name that the property owners on Paddock Lane would agree on and change part of Camp Elizabeth Way to Hayes Road. The purpose is to clarify the road names for emergency service vehicles. Recently the ambulance was called and street name confusion lead to a delay. Ms. Raboin stated she did not have the material far enough in advance to consider the proposal and felt it was a lack of transparency on the city's part. Mr. Ross moved to allow Mr. Elliott to moved forward with the process and to contact the neighbors to discuss the name changes on both proposals. Seconded by Mr. Charboneau, motion carried unanimously.

Municipal Planning Grant Application and Resolution (attached)

Planning Commission member Ruth Sproull requested permission from the council to apply for a Municipal Planning Grant in the amount of \$22,000 to hire a professional planner to write the Municipal Plan. The grant application is due by October 1st. Mr. Ross moved to approve the application for the Municipal Planning Grant. Seconded by Ms. Raboin, motion carried unanimously. The council signed the Grant Resolution, committing the City to a cash match of \$2,200.

Mission System Presentation

Pedro Grondin gave a presentation on the Mission System. The Mission System monitors the City's Sewer and Water systems electronically.

Sewer/Water Mapping Software

Tom Bernier and Corey Marcoux gave a presentation on the mapping of the city's sewer and water infrastructure.

New Business

Ms. Raboin asked why the Fall Foliage Festival was not on the agenda, she had heard that Bruce James had requested to be on the agenda but was refused. Ms. Raboin stated that She felt the City Manager had overstepped her authority. Ms. Dolgin adamantly disagreed stating that currently there is no Events Policy since the old one was terminated by the council. She stated she is working with the Chamber Vice President, Dan Pellerin who reached out to her. The that the Mayor sets the agenda. Ms. Raboin felt the Events Committee members were of like minds. Ms. Pettersson stated the Events Committee is currently working on a new permit which should be ready for council approval in September. Mayor Monette read an E-mail from Bruce James in which he did not ask to be on the agenda.

Old Business

None

Executive Session, 1 VSA 313(a)(1)

Mr. Ross moved to go into executive session because premature public knowledge of the subjects of the executive session will clearly place the city at a substantial disadvantage.

I also move that we enter executive session for a pending or proable civil litigation to allow the board to have confidential attorney client communications for the purpose of providing professional level service to this body, under the provisions of Title 1, Section 313(a)(1) of the Vermont Statues. Seconded by Ms. Raboin, motion carried unanimously.

No action.

Next Meeting Date

September 9, 2019

Adjournment

Mr. Charboneau moved to adjourn at 9:30 PM. Seconded by Ms. Pettersson, motion carried unanimously.

Attested James J. Johnson This 9th Day of September 2019



Mayor

8/19/2019 NBRC Award Announcement

Before I begin public comments I would like to announce that last Wednesday, August 14, the City of Newport was awarded \$250,000 from the Northern Borders Regional Commission. Out of 60 competitive applications our grant application was one of 14 chosen to be awarded these funds. This was the first year the application process was opened to the entire state of Vermont whereas formerly just the northern tier was eligible.

The grants were announced at a ceremony in Springfield where Senator Leahy, Congressman Welch and Governor Scott were in attendance. Dave Snedeker from NVDA also accepted a \$250,000 grant that will be used to Advance Outdoor Recreation in the NEK by identifying the NEK as an outdoor recreation trails destination to attract new businesses, create new jobs and market local businesses.

Our grant will be used for infrastructure improvements to the Causeway. This includes improved traffic lights, and improvements to the intersection of Gardner Park and the Waterfront Mall which is intended to improve pedestrian safety. This project complements the grants already received for the Gardner Park playground and splash pad renovations and the soon to be installed VOREC bike path at Prouty Beach. Newport has received almost \$1 million dollars in grant funds over the past year as a result of our investment in the Downtown Designation maintained by the Newport Downtown Development Corporation, and the RCDI grant that allows us extra capacity through the efforts of Mike Welch at NCIC.

I want to thank everyone involved from the City Manager, Department Heads, City Employees, NCIC and NVDA for their hard work in obtaining these grants along with the many volunteers from the Recreation Committee. I want to acknowledge that the City Council has supported each grant opportunity that has come before us. This work is over and above the normal daily operational duties and takes a lot of time and energy. Everyone is working hard to improve the City of Newport to put us on a map as a recreational destination. Our reality is that we have many positive things occurring in Newport as tonight's agenda will demonstrate.

Our work is being recognized by the State and our Congressional delegation as evidenced by the success of these high quality grant applications. Congressman Welch and Governor Scott continue congratulate Newport for all the positive activity, energy, and city beautification. All of these projects are guided by our Award Winning Waterfront and Downtown Master Plan. And in turn, we congratulate and thank our partners at NVDA, NCIC, and the Newport Downtown Development Corporation for without their support, our collective successes would not be possible.

With that I will move on to Public Comments.



**ZONING PERMIT
APPLICATION
CITY of NEWPORT**

*Sample
New*

222 Main Street, Newport, VT 05855-5000
Phone: (802) 334-6992

Property Owners Name: ELLIOTT CHARLES A & CAROLYN Daytime Phone: _____

Mailing Address: 282 UNION ST Cell Phone: _____

City: NEWPORT State: VT Zip Code: 05855

Owner Email: _____

E-911 Locatable Address: 282 UNION ST

Adjacent Property Owners: _____

Estimated Completion Date: _____ Zoning District: UR

Estimated Construction Value: _____ Parcel ID#: 118 084

Proposed Use and/or Construction: _____

[Empty box for proposed use and/or construction]

Building Setbacks

Building Dimensions

Front: _____ Rear: _____ Length: _____ Width: _____ Height: _____
Left Side: _____ Right Side: _____ Total Sqft: _____

Lot Size: 0.64 Number of Lots: _____ Road Frontage: _____

Source of Water: _____ Sewage Disposal Method: _____

I, the undersigned, request a zoning permit for the use and/or construction stated, to be issued on the basis of the representation contained in this application and any required submission materials. I fully understand that any incorrect or misleading representations may result in the permit becoming void and legal action instituted by the City of Newport. I further understand that the permit may contain conditions with which I will be required to comply.

Owner's Signature: _____ Date: _____

For Administrative Use Only

Application Number: _____ Submitted on: _____ Fee: _____

Referred to Development Review Board on _____ Meeting Date: _____

Site Plan _____ Conditional Use _____ Waiver _____ Variance _____ Appeal _____ Act 250 Local Rev. _____

Granted: _____ Denied: _____ By: _____

Chair, Development Review Board

Upon the representations contained herein this Zoning Permit is hereby -

Granted: _____ Denied: _____ By: _____

Administrative Officer

Reasons for Denial or Conditions: _____

[Empty lines for reasons for denial or conditions]

A copy of the complete permit is on file in the Zoning Administrator's Office.

Rev .01/17/2018

August 14, 2019

Camp Elizabeth Way

Road Change and 911 renumbering

Camp Elizabeth Way will be dead ended at 108 Camp Elizabeth Way with the single access being the current southernmost junction with Bigelow Bluff Road. The four buildings currently accessed from the other end of Camp Elizabeth Will be renumbered and accessed from Hayes Road. Hayes Road will be extended from its current Junction with Camp Elizabeth Way to replace Camp Elizabeth Way at its northern junction with Bigelow Bluff Road. The four properties involved will be given new 911 numbers for Hayes Road.

The following properties will be renumbered;

59 Camp Elizabeth Way will change to 25 Hayes Road,

83 Camp Elizabeth Way will change to 27 Hayes Road,

84 Camp Elizabeth Way will change to 3 Hayes Road,

94 Camp Elizabeth Way will change to 5 Hayes Road,

78 Camp Elizabeth Way will be deleted, this building was torn down and not replaced.

This change is being done to eliminate confusion for emergency responders due to the loop road arrangement being closed in the middle during the winter season.

Notes:

1. The house at 27 Hayes Road and the garage, 25 Hayes Road, share a common driveway.
2. The two cottages, 3 and 5 Hayes Road, share a private common driveway.

August 14, 2019

Paddock Lane

Road Change and 911 Renumbering

Paddock Lane from its current Junction with the Bluff Road will be dead ended at 81 Paddock Lane and will continue to be known as Paddock Lane. From existing 153 Paddock Lane to the Junction with Racetrack Road will be given a new name and new corresponding 911 numbers for each of the five properties involved.

As this requires a new name for the road, I am going to ask the property owners involved if they have any preferences for a new name. For purposes of continuing the process of changing its name, I am going to refer to this section of the road as "New Road".

The following properties will be renumbered;

195 Paddock Lane will change to 13 "New Road",

166 Paddock Lane will change to 30 "New Road",

167 Paddock Lane will change to 31 "New Road",

159 Paddock Lane will change to 43 "New Road",

153 Paddock Lane will change to 57 "New Road".

This change is being made to eliminate confusion for emergency responders caused by the block in the middle of the road, forcing emergency responders to turn around and return to Bluff Road and go along Racetrack Road to the other end of Paddock Lane to reach those in need.

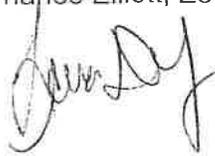
To: Newport City Council

CC Planning Commission, Charles Elliott, Zoning Administrator, and City Clerk/Treasurer

James Johnson

From: Laura Dolgin, City Manager

Date: August 19, 2019



Re: Municipal Planning Grant Application Agenda Item

The Planning Commission is charged with updating the Municipal Plan every 8 years. The City's current Municipal Plan is up for renewal. The City's Planning Commission has been reviewing it for several months in anticipation of its expiration. To this end, a Municipal Planning Grant (MPG) is available to assist them in this endeavor.

The Municipal Planning Grant Program encourages and supports planning and revitalization and development activities that maintain Vermont's land use goal of compact settlements separated by rural lands. The grant application is to the Agency of Commerce and Community Development. The grant request is for \$22,000.00 and requires a cash match of 10%, or \$2,200.00. Applications are due October 1, 2019 and awards are made in December of 2019.

If awarded, the Commission will have until March of 2021 to complete this project. I'm pleased to inform that Alison Low and Karen Geraghty, from NVDA, are available to assist the City with the grant application. The grant will allow the city to procure a consultant to assist the Commission in writing the Municipal Plan.

The timing of the application and the award will require the City Council to re-adopt the current plan so that we are not without a Municipal Plan at any time. The Planning Commission will let us know when that will happen at a regularly scheduled council meeting.

This memo is to assure the Council that the City can afford to commit to the cash match of \$2,200.00. The grant requires the Council to make a motion to approve a Resolution that will designate the City Manager as the authorized city official to sign all documents. The Planning Commission will have to sign the Resolution at their next regularly scheduled meeting to confirm their commitment as well.

Thank you for your consideration.