

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

Newport City Council Meeting
Regular Meeting Agenda
Monday, September 16, 2019, beginning at 6:30 p.m.
Municipal Gym

City Council: Paul Monette, Mayor
Julie Raboin, President
Kevin Charboneau
Dan Ross
Melissa Pettersson

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

1. Call the Regular Council Meeting to Order
2. Approve the Minutes of the September 9, 2019
3. Comments by Members of the Public
4. Proposed ATV Trail System Presentation; Scott Jenness, President of Border Line Ridge Runners
5. NBRC Grant Cash Match Amendment: Vote
6. Capital Investment Plan Presentation
7. New Business
8. Old Business
9. Set next meeting: Regularly Scheduled Council Meeting: October 7, 2019
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 an orderly and efficient meeting, 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, and adopted again on April 1, 2019:

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 insure 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 limits 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 conversation. 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
September 9, 2019

DRAFT

A duly warned meeting of the Newport City Council was held on Monday, September 9, 2019 in the council room in the Newport Municipal Building. Present were Mayor Paul Monette, Council President Julie Raboin, council members Kevin Charboneau, Melissa Pettersson and Dan Ross, City Manager Laura Dolgin, City Clerk/Treasurer James Johnson, Tom Bernier, Jessica Booth, Jamie LeClair, members of the Press and Public.

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

Approval of Minutes

Ms. Pettersson moved to approve the minutes of August 19, 2019. Seconded by Mr. Charboneau, motion carried unanimously.

Comments by the Public

Mayor Monette announced that the City had received a grant in the Amount of \$38,400 to upgrade Police Dept. radios. The City also received a VCDP Grant in the amount of \$100,000 for the playground upgrade.

Anne Chiarello commented on Solid Waste Management.

Recreation Rates and Fees (attached)

Ms. Pettersson moved to approve the 2019-2020 recreation rates and fees as submitted. Seconded by Mr. Charboneau, motion carried unanimously.

Set 2019-2020 Tax Rates (attached)

Ms. Pettersson moved to approve the 2019-2020 Tax Rates. Seconded by Ms. Raboin, motion carried unanimously.

NBRC Grant Cash Match Amendment (attached)

Mr. Ross moved to table until the September 16, 2019 meeting. Seconded by Ms. Raboin, motion carried unanimously.

VLCT Annual Meeting Voting Delegate

Ms. Raboin moved to appoint Mayor Monette as the delegate to the VLCT Annual Meeting. Seconded by Mr. Ross, motion carried unanimously.

Water/Sewer Allocation

Mr. Ross moved to approve the water/sewer allocation for Jonathan Bouchard at the property located on Bobbin Mill Rd. Seconded by Mr. Charboneau, motion carried unanimously.

New Business

Mr. Charboneau moved to approve a fee of .25 per page for photocopies. Seconded by Ms. Pettersson, motion carried unanimously.

Ms. Raboin moved to appoint Mayor Monette and Ms. Pettersson to the Public Works Union Contract Bargaining Committee. Seconded by Mr. Ross, motion carried unanimously.

Old Business

Mr. Charboneau asked if the City had heard anything on the Northern Star. Ms. Dolgin stated the City has not been notified of anything regarding the Northern Star.

Next Meeting Date

September 16, 2019

Executive Session

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

No action.

Adjournment

Mr. Charboneau moved to adjourn at 8:06 PM. Seconded by Ms. Raboin, motion carried unanimously.

DRAFT

Attested; _____ This _____ Day of _____ 2019

_____ Mayor

Newport Parks & Recreation Rate	15	16	17	18	2019	2020	% Difference
Municipal Building							
Gymnasium	30	31	32	32	\$33	\$30 /hour	-9.09%
				102	\$105	\$100 /4 hours	-4.76%
				181	\$186	\$175 /full day	-5.91%
Community Center		20	21	21	\$22	\$25 /hour	13.64%
		64	66	67	\$69	\$75 /4 hours	8.70%
		112	116	119	\$123	\$125 /full day	1.63%
City Dock							
<i>vessels <24' in length will be charged at 24' rate</i>							
Seasonal Slip - Resident - water & power	41	42	42	43	\$45	\$50 /foot	11.11%
Seasonal Slip - Resident	40	41	41	42	\$43	\$45 /foot	4.65%
Seasonal Slip -Nonresident - water & power	46	51	51	53	\$54	\$60 /foot	11.11%
Seasonal Slip - Nonresident	44	48	48	49	\$51	\$55 /foot	7.84%
B.I.G. Dock Day Use (First three hours FREE)					\$10	\$10 /hour	0.00%
					\$20	\$20 /4 hours	0.00%
					\$35	\$30 /12 hours	-14.29%
Resident Transient Docking - water & power	37	38	38	39	\$40	\$40 /night	0.00%
	207	213	213	219	\$226	\$230 /week	1.77%
	725	745	745	767	\$790	\$800 /month	1.27%
Resident Transient Docking	30	33	33	34	\$35	\$35 /night	0.00%
	168	185	185	191	\$196	\$200 /week	2.04%
	588	647	647	666	\$686	\$700 /month	2.04%
Nonresident Transient Docking - water & power	37	41	41	42	\$43	\$45 /night	4.65%
	207	230	230	237	\$244	\$255 /week	4.51%
	725	804	804	828	\$853	\$880 /month	3.17%
Nonresident Transient Docking	30	36	36	37	\$38	\$40 /night	5.26%
	168	202	202	208	\$214	\$225 /week	5.14%
	588	706	706	727	\$749	\$780 /month	4.14%
Dinghy Dock (Vessels <9ft)			50	75	\$75	\$75 /season	0.00%
Kayak/Canoe Rack Storage			50	75	\$75	\$75 /season	0.00%
				10	\$14	\$15 /week	7.14%
Moorings	165	170	170	175	\$180	\$185 season (static)	2.78%
					\$15	\$15 /night	
					\$80	\$80 /week	
					\$300	\$300 /month	
					\$700	\$700 /season	
Pump-Outs (Newport Residents & Seasonals Free	17	20	20	21	\$5	\$5 /each	
Marine Fuel	Market	Market	Market	Market	Market	Market	
Ice 5lbs	2	2	2	3	\$3	\$3 /each	0.00%
Boat Services & Assistance - tows, battery jumps, de-watering (when availabl					\$85	\$90 /hour	5.88%

Newport Parks & Recreation Rate 15 16 17 18 2019 2020 %
Difference

Gardner Memorial Park

Baseball/Softball Field	36	37	38	39	\$40	\$40 /season (stati	0.00%
				5	\$5	\$5 /practice	0.00%
Softball/Baseball Tournament (All 3 Fields)	201	207	211	217	\$224	\$230 /1 day	2.68%
	360	371	338	348	\$359	\$360 /2 days	0.28%
	451	465	443	456	\$470	\$470 /3 days	0.00%
Soccer/Football Field	44	45	46	47	\$49	\$45 /game	-8.16%
				5	\$5	\$5 /practice	0.00%
Hockey Rink/Basketball Court/Pickleball Courts	24	25	26	26	\$27	\$15 /hour	-44.44%
Field Lights	18	18	19	19	\$20	\$20 /occurance	0.00%
Causeway/Bandstand/Greenspaces	36	37	38	39	\$40	\$40 /hour	0.00%
	115	118	120	124	\$127	\$130 /4 hours	2.36%
	202	207	210	216	\$223	\$230 /full day	3.14%
Playground Pavilion Rental				29	\$30	\$25 /hour	-16.67%
				93	\$96	\$75 /4 hours	-21.88%
				162	\$167	\$125 /day	-25.15%

Prouty Beach

Resident RV Sites	38	39	39	40	\$41	\$43 /night	4.88%
	213	218	218	225	\$231	\$240 /week	3.90%
	745	764	764	787	\$811	\$840 /month	3.58%
Nonresident RV Sites	38	42	42	43	\$45	\$48 /night	6.67%
	213	235	235	242	\$249	\$269 /week	8.03%
	745	823	823	848	\$873	\$941 /month	7.79%
Seasonal Sites - Residents	1340	1380	1380	1421	\$1,464	\$1,750 /season	19.54%
Seasonal Sites - Nonresidents	1452	1597	1597	1645	\$1,694	\$2,000 /season	18.06%
Prime Sites	41	45	45	46	\$48	\$55 /night	14.58%
	230	252	252	260	\$267	\$308 /week	15.36%
Tent Sites	31	32	32	33	\$34	\$35 /night	2.94%
	174	179	179	184	\$190	\$200 /week	5.26%
Overflow Camping Sites						\$33 /night	
						\$36 night with utilities	
Lean-to						\$45 /night	
						\$300 /week	
Boat/RV/Vehicle Storage			3	3	\$3	\$5 /night	66.67%
			10	10	\$10	\$15 /week	50.00%
			30	30	\$31	\$35 /month	12.90%
			120	120	\$124	\$130 /season	4.84%
Kayak/Canoe Rack Storage			50	75	\$75	\$75 /season	0.00%
				10	\$10	\$10 /week	0.00%
Beach Day Use (Newport Residents Free)	2	3	3	3	\$3	\$3 /person	0.00%
	8	9	9	9	\$10	\$10 /car	0.00%
Beach Season Pass (Newport Residents Free)	25	26	26	27	\$28	\$20 /person	-28.57%
	30	36	36	37	\$38	\$40 /family	5.26%
Pavilion Rental	37	38	38	39	\$40	\$40 /hour	0.00%
	118	122	122	126	\$129	\$130 /4 hours	0.78%
	207	213	213	219	\$226	\$230 /day	1.77%

Newport Parks & Recreation Rate 15 16 17 18 2019 2020 %
Difference

Prouty Beach

Upper Tent Shelter Rental	37	38	38	29	\$30	\$25 /hour	-16.67%
	118	122	122	93	\$96	\$75 /4 hours	-21.88%
	207	213	213	162	\$167	\$125 /day	-25.15%
Lower Beach House Rec Room					\$15	\$25 /hour	66.67%
					\$48	\$75 /4 hours	56.25%
					\$84	\$125 /day	48.81%
Baseball/Softball Field				39	\$40	\$40 /game	0.00%
				5	\$5	\$5 /practice	0.00%
Upper Multi-Purpose/Football Field				47	\$49	\$45 /game	-8.16%
				5	\$5	\$5 /practice	0.00%
Basketball Court				26	\$27	\$25 /hour	-7.41%
Tennis Courts				5	\$5	\$5 /hour (one)	0.00%
				15	\$15	\$15 /hour (all four)	0.00%
Waterfront/Greenspaces				39	\$40	\$41 /hour	2.50%
				124	\$127	\$131 /4 hours	3.15%
				216	\$223	\$230 /full day	3.14%
Boat Rental (kayak, canoe, peddle boat, paddle bc	8	9	9	10	\$10	\$10 /hour	0.00%
	26	29	29	30	\$25	\$25 /4 hours	0.00%
	45	50	50	52	\$40	\$40 /day	0.00%
Bikes	8	9	9	10	\$10	\$10 /day	0.00%
Ice	2	2	2	3	\$3	\$3 /each	0.00%
Wood	5	6	6	6	\$6	\$6 /box	0.00%

Tents

10x10'						\$20 /day	
20x20'	282	290	296	305	\$314	\$300 /day	-4.46%
20" X 40'	338	348	355	366	\$377	\$375 /day	-0.53%
Tent Sides	56	58	59	61	\$63	\$60 /day	-4.76%

Other Rentals

Tables	5	6	6	8	\$8	\$8 /each	0.00%
Chairs	1	1	1	2	\$2	\$2 /each	0.00%
Public Address System	30	50	51	200	\$200	\$200 /day	0.00%
Bandwagon (Local use only)	250	250	255	500	\$500	\$500 /day	0.00%
Staff Time				25	\$26	\$30 /hour	15.38%
Projector						\$50 /day	
Waste Stations						\$8 /pair (trash/recycle)	
A-Frame Signs						\$8 /each	
Parking Yard Signs						\$5 /each	

To: Mayor
City Council
City Manager

September 9, 2019

From: City Clerk

2019-2020 tax rates are based on the billed Grand List of \$319,997,660 a budget of \$3,958,859, Appropriations of \$177,668 and Voted Exemptions of \$36,207.

2018-2019		2019-2020	
Resident		Resident	
Municipal	1.2189	Municipal	1.2372
Appropriations	.0486	Appropriations	.0555
Exempt	.0164	Exempt	.0113
Education	1.4242	Education	1.3992
Total	2.7081	Total	2.7032

2018-2019		2019-2020	
Non-Resident		Non-Resident	
Municipal	1.2189	Municipal	1.2372
Appropriations	.0486	Appropriations	.0555
Exempt	.0164	Exempt	.0113
Education	1.6065	Education	1.6384
Total	2.8904	Total	2.9424

Note: The 2018-2019 tax rates were based on a billed Grand List of \$319,094,180, a budget of \$3,889,323, Appropriations of \$155,068 and Exemptions of \$52,454.

To: Newport City Council, James Johnson, City Clerk & Treasurer
From: Laura Dolgin, City Manager, and Tom Bernier, Director of Public Works
Date: September 9, 2019

LD *TB*

Re: Grant Agreement Between Northern Borders Regional Commission (NBRC) and City of Newport, Vt.

The City of Newport has been awarded a \$250,000.00 grant from the NBRC for the purposes of intersection & infrastructure improvements at Gardner Park/Waterfront Plaza on what is known as The Causeway. Out of 60 competitive applications, this grant application was one of only 14 chosen for funding which is an indication of state recognition. This project includes modernized traffic lights and a pedestrian friendly intersection to Gardner Park and the Waterfront Mall. 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.

The original NBRC grant request was for \$500,000 for a total project cost of \$613,500.00. We are thrilled to receive \$250,000.00 although it is obvious that additional match will now be required. This grant is too substantial to pass up and the intersection is in dire need of improvements. We do not recommend scaling the project back. The original application anticipated a cash match of \$67,700 with an in-kind match of \$55,000.00 for a total of \$122,700.00.

The new formula will require an anticipated match of \$240,800.00 (41%). This is assuming the actual costs associated with in-kind labor and equipment does not change. If we are able to increase the in-kind match, then the monetary contribution will be less. We will know more about the value of in-kind services as we go through the engineering process. We optimistically anticipate that the engineering will reveal that we will be able to do quite a bit of the work in house. There is always the chance that the total cost of the project could increase, although we are moving with great caution.

I considered the following in making a recommendation for an additional cash match of \$240,800.00:

The period of performance of this project begins October 1, 2019 until September 30, 2022. We will receive a "notice to proceed" once the additional funds are committed to complete the project as presented in the application. The City Council has available \$453,748.97 in the unassigned fund balance. These funds are available for 'rainy day' or 'grant match' as presented to the Council during the budget process and unanimously voted at the November 5, 2018 council meeting.

Additionally, the Coventry St. Sinking Fund has a balance of \$87,056.00, and has been untouched for several years. There is currently no short or mid-range plan to make changes to Coventry Street's infrastructure, although there was many years ago. The Council has authority to vote to reassign the Coventry St. Sinking Fund to Street Reconstruction, which would allow flexibility in utilizing these funds as the current title of the funds restricts our ability to use the balance for these major infrastructure improvements. The project will take 3 years to complete. It is likely we will budget for this during each fiscal year. Having the Coventry St. Sinking Fund transitioned to Street Reconstruction will allow us some flexibility for unknown costs factors.

Our gap is anticipated to be \$240,800.00. I recommend the council assign \$240,800.00 of the unassigned to Street Reconstruction. I further recommend that council reassign the Coventry St. Sinking Fund in the amount of \$87,056.00 to Street Reconstruction.

Thank you.

To: Newport City Council, James Johnson, City Clerk & Treasurer
From: Laura Dolgin, City Manager, and Tom Bernier, Director of Public Works
Date: September 9, 2019

Laura Dolgin *RB*

Re: Grant Agreement Between Northern Borders Regional Commission (NBRC) and City of Newport, Vt.

The City of Newport has been awarded a \$250,000.00 grant from the NBRC for the purposes of intersection & infrastructure improvements at Gardner Park/Waterfront Plaza on what is known as The Causeway. Out of 60 competitive applications, this grant application was one of only 14 chosen for funding which is an indication of state recognition. This project includes modernized traffic lights and a pedestrian friendly intersection to Gardner Park and the Waterfront Mall. 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.

The original NBRC grant request was for \$500,000 for a total project cost of \$613,500.00. We are thrilled to receive \$250,000.00 although it is obvious that additional match will now be required. This grant is too substantial to pass up and the intersection is in dire need of improvements. We do not recommend scaling the project back. The original application anticipated a cash match of \$67,700 with an in-kind match of \$55,000.00 for a total of \$122,700.00.

The new formula will require an anticipated match of \$240,800.00 (41%). This is assuming the actual costs associated with in-kind labor and equipment does not change. If we are able to increase the in-kind match, then the monetary contribution will be less. We will know more about the value of in-kind services as we go through the engineering process. We optimistically anticipate that the engineering will reveal that we will be able to do quite a bit of the work in house. There is always the chance that the total cost of the project could increase, although we are moving with great caution.

I considered the following in making a recommendation for an additional cash match of \$240,800.00:

The period of performance of this project begins October 1, 2019 until September 30, 2022. We will receive a "notice to proceed" once the additional funds are committed to complete the project as presented in the application. The City Council has available \$453,748.97 in the unassigned fund balance. These funds are available for 'rainy day' or 'grant match' as presented to the Council during the budget process and unanimously voted at the November 5, 2018 council meeting.

Additionally, the Coventry St. Sinking Fund has a balance of \$87,056.00, and has been untouched for several years. There is currently no short or mid- range plan to make changes to Coventry Street's infrastructure, although there was many years ago. The Council has authority to vote to reassign the Coventry St. Sinking Fund to Street Reconstruction, which would allow flexibility in utilizing these funds as the current title of the funds restricts our ability to use the balance for these major infrastructure improvements. The project will take 3 years to complete. It is likely we will budget for this during each fiscal year. Having the Coventry St. Sinking Fund transitioned to Street Reconstruction will allow us some flexibility for unknown costs factors.

Our gap is anticipated to be \$240,800.00. I recommend the council assign \$240,800.00 of the unassigned to Street Reconstruction. I further recommend that council reassign the Coventry St. Sinking Fund in the amount of \$87,056.00 to Street Reconstruction.

Thank you.

May 3, 2019

**City of Newport
NBRC Intersection Project:**

<u>Traffic Lights: Vista, Interchange & East Main</u>		<u>Grant</u>
Engineering/Design	\$45,000	\$45,000
East Coast Signals	\$385,000	\$385,000
Soil Borings	\$3,000	\$3,000
 <u>Relocate Vista Entrance:</u>		
Railroad Easement Adjustment	\$0	
Vista Sign	\$2,000	
Bike Path Fence	\$3,000	
VEC Power Pole Relocation	\$4,500	\$4,500
Fire Hydrant Relocation	\$8,000	
Asphalt/Paving	\$7,700	\$3,300
 <u>Causeway Lighting:</u>		
City Site Work/Conduit	\$12,000	
Light Poles & Pedestals	\$55,000	
Electrician/VEC	\$50,000	\$50,000
 Equipment		
Labor	\$25,000	
	<u>\$10,000</u>	
	\$613,500	\$490,800

This project encompasses more than just the Gardner Park Bridge and Vista Foods entrances. The Vista entrance would be shifted north to align with the park entrance. New traffic light controls, poles and lighting would be designed and installed. A VEC power pole would need to be relocated as well as a fire hydrant.

The existing underground conduit and power lines along the entire causeway from the Vista entrance to the intersection of East Main /union Street would be upgraded. The poles and electrical lines are all showing their age.

The I-91 and East Main Street intersections have newer control systems, but the aging aluminum poles and suspended lines need replacement. Street scape lighting can be added to new mast arms for all three of these intersections which would alleviate 6 or 7 single street light poles. There would still need to be 4-5 single aluminum poles for street lighting. Upgrading all three intersections will allow the traffic signals to be linked together which would keep the flow of traffic moving more efficiently.

* = include labor

NBRC Narrative – Newport

Start Date – Completion: October 1, 2019 – September 30, 2021.

300 Characters – Describe what the project is and what it will accomplish; in a concise manner explain both the Outputs that will be completed and the intended results (outcome) that are anticipated.

Improve pedestrian and motorist safety at the Newport’s downtown gateway on Main ST between East Main ST and Gardner Park Road (approx. 1,250 ft). Intersection alignment, new traffic light controls, poles and lighting. Replace underground conduit to link traffic signals at three intersections.

50 character – Project Location:

Designated Downtown; Opp. Zone; Main St Intersection Upgrades,

2500 Character Project Focus – Please reference at least one of the eligible purposes. Explain how the project is consistent with these funding categories.

Proposed is a Transportation infrastructure project to include fixed installations, utilities, and intersection improvements necessary for safe motorist, pedestrian and bicycle travel within a very active area of the City of Newport Designated Downtown. The City of Newport has been designated as an Opportunity Zone, one of only 17 communities in the State of Vermont. As a result of this project, traffic signals will be updated, the intersection at Waterfront Plaza/Main Street and Gardner Park will be realigned, street lighting will be upgraded and electrical conduits and linking connections made between three traffic signals at the primary intersections located at Gardner Park/Waterfront Plaza, I-91 Access Road/Main Street and Main Street/East Main Street. The 2016 Average Annual Daily Traffic volume at the Main Street/Gardner Park Road intersection is approximately 10,000 vehicles per day. Linking these signals will enable synchronization of signal timing. This will improve traffic flow and pedestrian safety.

The recommendations for these improvements are the result of a 2017 Newport Intersections Study prepared by Stantec Engineering for Northeastern VT Development Association and the City of Newport. Concept plans and preliminary cost estimates were proposed by Stantec. Final design plans will be completed as a part of this proposal. This project clearly aligns with the goals described in the Northern Vermont Economic Development District CEDS 2016-2020 to promote comprehensive planning solutions to ensure that regional transportation and public infrastructure meets the needs of employers and citizens in the Northern Vermont region. This transportation improvement project meets NBRC Strategic Plan Goal #1 to modernize infrastructure in Northern Border communities. This proposal is in line with the NBRC policy of making strategic investments in basic infrastructure, including transportation, that supports specific community and economic goals.

This is a complex project area with a lot of activity. Within a distance of approximately 1,250 linear feet along this section of Main Street, there is an active rail line, commercial plaza, bike path, waterfront

recreation path, entrance to the heavily utilized Gardner Memorial and Playground (approximately 62,000 users annually), the access Road to I-91, the Chamber of Commerce Welcome Center, the Farmer's Market, and East Main Street connects directly to all of the commercial activity (including the new Walmart) located on the Derby Road.

2500 Character economic impact – Outcomes will result in positive economic growth for the region (jobs, per capita income, lower poverty, lower unemployment, lower regional outmigration)

The glaring impact of the fall-out surrounding the failed E-5 initiatives in Newport, has inspired the people of Newport to consider alternative economic development strategies. The City and the Newport Downtown Development Corporation (NDDC) has adopted a transformational economic strategy that will position Newport as a Four Season Outdoor Recreation Community. The City recently received one of only two VT Outdoor Recreation Economic Collaborative (VOREC) pilot grants to support this strategy.

These proposed intersection, lighting and signalization improvements are connected directly to the recently constructed Waterfront Recreation Path and Lake Access project, and links to downtown Newport, City Center & City Docks, the Boardwalk, Pomerleau Park, Gardner Park, the Waterfront Plaza, Prouty Beach, Bluffside Farm (owned by the VT Land Trust, where \$1.2 million has been raised for the new Bluffside Trail System), Beebe Spur Trail, and the Tomifobia Nature Trail in the Eastern Townships.

This project will leverage approximately \$100,000 in private investment from Pomerleau Real Estate.

The City completed a Waterfront and Downtown Master plan in October 2018. This plan envisions numerous projects that will promote Newport's Outdoor Recreation Economy including the recommendation that "previous audits and reports have highlighted the need to upgrade or rehabilitate intersections and roadways along Main Street. With regard to ADA accessibility and visibility, current conditions at some of the more weathered intersection are in need of attention. The findings of these reports should be consolidated and evident in the City's capital improvement plan, where priority efforts should be oriented around those intersections that offer access to community amenities or popular establishments."

The primary outcomes that the City plans to achieve by following the recommendations of the Waterfront and Downtown Master Plan, and the promotion of a Four-Season Outdoor Recreation Economy are to: Increase Visitor Days; Increase Sales for Retailers/Restaurants and other businesses; Increase the number of jobs that are Created or Maintained as a result of this strategy; Improved Pedestrian and Motorist Safety - through improved intersection alignments, traffic signal upgrade, lighting, and linkage of signalization. This project will help meet the NBRC Performance Measure of 10,000 households and businesses with access to improved infrastructure.

Regional Plan 500 character

Link to NVEDD CEDS: <http://www.nvda.net/CEDS.php>

Goal 3: Improve and expand infrastructure. Support development of community/county land use, transportation and economic development plans. Support local efforts to replace and upgrade again infrastructure throughout the region.

<http://www.nvda.net/regional-plan.php>

Goal A: Maintain adequate road and bridge capacity and mobility.

Goal B: Guarantee a regional transportation system that facilitates economic development.

Goal C: Ensure good quality of life. See NVDA Letter Compliance with regional plan.

State Planning 500 Character

Link to State CEDS: <https://accd.vermont.gov/economic-development/major-initiatives/ceds>

Page 6: Sound Infrastructure: provide or improve infrastructure that is critical to economic and community development in Vermont.

Page 21: Local, state and federal governments must also invest in public infrastructure to support business activity and community life. They must maintain roads and public transit systems for goods, workers and visitors...

NBRC Strategic Plan 500 Character

Goal 1: infrastructure in Northern Border communities is modernized to better support business retention and expansion and better support the region to compete in the global economy.

Invest for long-term community and economic impact. Use NBRC resources to fill gaps in the region's funding environment for community economic development. Support local initiatives that contribute to regional solutions. NBRC Performance Measure of 10,000 households and businesses with access to improved infrastructure.

Sustainability – how will project be sustained over time? 1500 Character

The City of Newport, VT through their Department of Public Works, includes funding in their operational budget for regular maintenance of traffic signals, pedestrian crosswalks and highways. The City Newport is developing a Capital Improvement Program and Budget that will identify and fund long-term capital projects – such as the replacement of traffic signals and street lighting.

Ownership 1500 Characters –

US RTE 5 in the vicinity of this project is a Class 1 Town Highway owned and maintained by the City of Newport, Vermont. The City will be required to work with Central Maine and Quebec Railway and private property owner Pomerleau Real Estate for construction work required within the Central Maine and Quebec Railway Right-of-Way for the realignment of the Waterfront Plaza entry.

Financial need 1500 Characters

As part of the City's Capital Improvement Planning process, Newport Public Works Director Thomas Bernier has identified over \$19,500,000 in public work projects. These include replacing a water tower; street reconstruction; upgrades to the City sewer system; and the elimination of combined sewer overflows. The Waterfront and Downtown Master Plan outlines over \$15,000,000 in improvements to make the City more walkable, accessible, inviting, and environmentally protective. Newport is a small City of 4,589 people (2010 census). The median household income in Newport is \$32,576 (American Factfinder) vs. \$52,808 for Vermont. 19.1% of Newport's residents live in poverty vs. 11.4% in VT. For the school year 17-18 a total of 77.6% of the students at Newport Elementary School received free and reduced lunch compared to the statewide average of 41.02% of students.

Newport is competing with box stores and the internet – and working to overcome the devastation of the failed EB-5 initiatives. The project outlined in this proposal has been identified by the City as a priority, as the local leaders work through the implementation of the Waterfront and Downtown Master Plan.

The timing is ripe to prioritize this improvement while City continues to struggle with aging infrastructure and it allows us to take advantage of the adjoining landowners willing to participate and support these efforts. In order to move forward with this priority improvement – NBRC support is essential. NBRC's funding will leverage private investment and City labor, equipment and resources to complete this initiative.

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

March 20, 2019

Christine Frost
NBRC Program Director
James Cleveland Federal Building
Suite 1201
53 Pleasant Street
Concord, NH 03301

RE: Letter of Notification – Northern Border Regional Commission
Economic & Infrastructure Development Investment Program
Gardner Park/Waterfront Plaza/ Main Street (US RTE 5) Intersection Improvements

Dear Ms. Frost,

Please consider this Letter of Notification from the City of Newport, Vermont, relative to our intention to apply to the Northern Border Regional Commission, Economic and Infrastructure Development Investment Program for the purpose of intersection improvements at Gardner Park/Waterfront Plaza/Main Street (US RTE 5).

NAME OF ENTITY APPLYING: City of Newport, VT
DUNS Number: 023719354

CO-APPLICANT: None

AUTHORIZED OFFICIAL: Laura Dolgin, City Manager

PROJECT PRIMARY CONTACT: Thomas Bernier, Director of Public Works

STATE & CONGRESSIONAL DISTRICT: Vermont VT - 00

AMOUNT BEING REQUESTED: \$500,000

PREVIOUS RECIPIENT: NO

LOCAL DEVELOPMENT

DISTRICT:

Northern Vermont Economic Development District
Regional Dev. Corp: Northeastern Vermont Development Association

REQUIRED TO SUBMIT

SINGLE AUDIT 12 MONTHS:

NO

TIMELINE:

October 1, 2019 – September 30, 2022

COUNTY PROJECT

TAKES PLACE IN:

Orleans County, Vermont (City of Newport)

ISOLATED AREAS OF

DISTRESS:

N/A

PROJECT DESCRIPTION

(50 WORDS OR LESS):

Project will improve pedestrian and motorist safety at the downtown gateway intersection of Gardner Park Road/Waterfront Plaza/Main Street (US RTE 5). Traffic signals will be updated, and intersection alignment improved. This complex project area contains active railroad crossing, commercial plaza entry, bike path and access to heavily utilized Gardner Memorial Park/Playground

PROJECT FINANCIAL OVERVIEW:

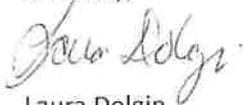
TOTAL PROJECT COST: \$ 625,000

NBRC REQUESTED AMOUNT: \$ 500,000

MATCH: \$ 125,000

Thank you for your consideration of this Letter of Notification. If you have questions, or need additional information, please contact: Laura Dolgin, Newport City Manager, Tel: (802) 334-5136, E-Mail: laura.dolgin@newportvermont.org .

Sincerely,



Laura Dolgin
City Manager
City of Newport, VT

	6/30/17	Funds	Funds	6/30/18
	Balances	Used	Added	Balances
Restricted				
Centennial Celebration	\$ 82,000.00	\$ 244,415.00	\$ 162,415.00	\$ -
Walmart Funds for Economic Deve	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00
Committed(Specific Purpose by the council)				
Surplus for future Budget Offset (Tr	\$ 130,000.00	\$ 130,000.00	\$ 200,000.00	\$ 200,000.00
Covenry Street Sinking Fund	\$ 86,989.00	\$ -	\$ 67.00	\$ 87,056.00
Tennis Court Sinking Fund	\$ 22,326.00	\$ -	\$ 1,462.00	\$ 23,788.00
Reappraisal	\$ 57,416.00	\$ -	\$ 527.00	\$ 57,943.00
Fire Station Renovations	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00
Fire Department Communications	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00
Gym Floor	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00
Gateway Maintenance	\$ -	\$ -	\$ 15,700.00	\$ 15,700.00
Street Resurfacing	\$ -	\$ -	\$ 151,522.19	\$ 151,522.19
Public Works Vehicles	\$ -	\$ -	\$ 18,726.00	\$ 18,726.00
Bridge/Culvert/Retaining Wall Repa	\$ -	\$ -	\$ 7,500.00	\$ 7,500.00
Street Reconstruction	\$ -	\$ -	\$ 5,218.84	\$ 5,218.84
Dispatch Equipment	\$ -	\$ -	\$ 32,455.00	\$ 32,455.00
Assigned (less restriction - amounts that are designated by management for a particular purpose)				
Facility Maintenance	\$ 17,866.00	\$ 17,866.00	\$ -	\$ -
Restricted/Committed/Assigned	\$ 396,597.00	\$ 392,281.00	\$ 731,093.03	\$ 735,409.03
Unassigned	\$ 356,527.00	\$ -	\$ 272,221.97	\$ 628,748.97
Total Fund Balance	\$ 753,124.00	\$ 392,281.00	\$ 1,003,315.00	\$ 1,364,158.00
Fund Balance per Audit Draft page 3				

Ask Council to Reassign this to Street Reconstruction (9/2019)

offset to spread over future year's-- do not have to use all in one year.

Automatic

Automatic

already reassigned it to roof (committed)

needed for communications equipment

sinking fund work completed

Balance of Gateway Painting Funds

FY18 revenue can be used for future dispatch maintenance and repair.
But FY19 will go into offset for personnel

Used in FY 18 on clerk's renovation

(\$175K assigned to offset FY19-20 Leaving a balance of \$463,748.97)

Ask Council to assign \$240,800.00 for NBRC match leaving a balance of \$212,948.97 (9/2019)

In the governmental fund financial statements, fund balances are classified as follows:

Restricted - Amounts that can be spent only for specific purposes because of laws, regulations, or externally imposed conditions by grantors or creditors.

Committed - Amounts that can be used only for specific purposes determined by a formal action by the City Council.

Assigned - Amounts that are designated by management for a particular purpose.

Unassigned - All amounts not included in other classifications.



Newport City Five Year Capital Investment Plan
City of Newport, Vt. *(Draft)*
2020 - 2025

Public Hearing # 1 _____, 2019 @ 6:30 p.m.

Public Hearing #2 _____, 20__ @ 6:30 p.m.

Adopted on _____ by a majority of the City Council.

Adoption Process Overview:

Per Title 24, Chapter 117, Section 4385

- (a) Not less than 30 nor more than 120 days after a proposed plan is submitted to the legislative body of a municipality under section 4384, the legislative body of a municipality with a population of more than 2500 persons shall hold two or more such hearings. Failure to hold a hearing within the 120 days shall not invalidate the adoption of the plan or amendment.
- (b) The legislative body may change the proposed plan or amendment, but shall not do so less than 15 days prior to the final public hearing. If the legislative body at any time makes substantial changes in the concept, meaning or extent of the proposed plan or amendment, it shall warn a new public hearing under subsection (a) of this section. If any part of the proposal is changed, the legislative body, at least 15 days prior to the hearing shall file a copy of the changed proposal with the clerk of the municipality, with any individual or organization requesting a copy in writing, and with the planning commission.
- (c) The plan shall be adopted by a majority of the members of its legislative body at a meeting which is held after the final public hearing.

Adopted by a majority of the Newport City Council after a duly held public hearing on

_____.

Mayor Paul L. Monette

Julie Raboin

Kevin Charboneau

Dan Ross

Melissa Pettersson

Table of Contents

Newport City Five Year Capital Budget Program Introduction.....	2
Definitions.....	3
Funding Sources for the Capital Budget Program.....	4
Capital Program Descriptions and Justifications.....	4
Enterprise Funds Capital Program.....	13

Spreadsheet Appendices:

Appendix A

General Fund Revenue & Debt

Appendix B

Enterprise Funds Revenue & Debt

Newport City Five Year Capital Budget Program

Introduction:

The Vermont Planning and Development Act (24 VSA Chapter 117) specifically authorizes municipalities to adopt capital budgets and programs (§§ 4402,4443). Capital budgets and programs allow municipalities to prioritize capital expenditures over a specific period, thereby establishing a schedule of investments. A Capital Program is a plan of capital projects proposed to be undertaken during each year of a five year period, the estimated costs, and the proposed method of finance. The City of Newport's Five-Year Capital Improvement Plan (The Plan) is generated with input from each Department Head and reasonably coincides with the Waterfront and Downtown Master Plan. The goal is to maintain and physically improve the City's infrastructure, equipment, usability, and beautification, while continuing to meet all state and federal mandates in a cost-effective way.

This Five-Year Capital Improvement Plan helps us anticipate long term financial and physical impacts. The annual operating budget provides for expenditures and revenues for a one-year period and is closely integrated with, and complementary to, this Plan.

The benefits of having a Five-Year Capital Investment Plan is that It serves as a long-range working document for planning and is subject to changing conditions and needs. The Plan is arranged to reflect the order of priority of each capital project within each department. It provides an additional layer of management control in identifying capital needs and goals and establishing priorities. It helps stabilize public expectations and expenses for improvements and can assist city officials in acting timely.

The City Council will review, may modify, and adopt this Plan. The City Planning Commission and interested citizens may also provide input to the Council before adoption. While the Planning Commission does not adopt the Plan, they may review it towards consistency with the City Municipal Plan.

Citizens may comment during two public hearings. The first public hearing will be held on Monday, _____ 2019, at 6:30 p.m., and the second Public Hearing will be held on Monday, _____, 20__, at 6:30 p.m. The Plan shall be adopted by a majority of the members of the City Council at a meeting held after the final public hearing (24 VSA 4385). The adoption of the plan does not approve any of the projects

or authorize the expenditure of any funds. A copy of this proposed Plan is available in the Clerk/Treasurer's office for review and on our website.

Many of the projects and/or equipment in this program are likely to be funded by sources other than the General Fund Operating Budget. The City has actively engaged in grant application programs.

For the first time, the City has a multi year plan targeting the Waterfront, various main intersections, and Main St. Improvements, called the Waterfront & Downtown Master Plan. This plan is available in the City Clerk/Treasurer's office for review, or on the City's website in our Downtown Development Documents.

The Waterfront & Downtown Master Plan breaks the city into sections and chunks projects into priority areas. It includes a timetable, assigns a likely champion for each project, and suggests plausible funding sources. In an effort to meet the Waterfront and Downtown Master plan outcomes, the City has further received a USDA Rural Communities Development Initiative (RCDI) grant. This grant allows us to work with professionals from Northern Vt. Communities Investment Corp (NCIC) as well as Northeastern Vermont Development Association (NVDA), to increase our grant filing capacity in order to see projects through in a cost effective and timely manner. While grants can be labor intensive, often the costs savings to the taxpayer and project completion accountability is worth it. This 5 Year Capital Investment Plan is intended to complement the Waterfront and Downtown Master Plan.

The Capital Budget and Program provides information needed for short-range land use planning and development decisions and serves as a coordinating device for facilities and services planning. It represents Newport City's commitment to provide public projects in specific areas within the time period covered by the capital program. Capital projects included in the capital program can be expected to be carried out essentially as programmed, but some projects may be subject to modification, either in scope or timing, based on the review of the needs, the availability of funding, or other circumstances which cannot be predicted with any certainty so far in advance. Should substantial modification need to occur in the capital program, the statutory process to amend or update the Capital Program would be implemented. One of our objectives is to refine the budget process to make the programming of capital projects more precise in scope and timing. The intent is to give more reliable information about the availability of public improvements to both the private and public sector decision makers.

Definitions:

The following definitions are based on the Vermont Planning and Development Act (24 VSA, Chapter 117, section 4430):

Capital Budget - lists and describes the capital projects to be undertaken during the coming fiscal year, the estimated costs of those projects, and the proposed method of financing.

Capital Program - a plan of capital projects proposed to be undertaken during each year through year five of the Capital Budget and Plan, including the costs for those projects and the method of financing.

Capital Project - a capital project is any one or more of the following:

- (1) Any physical betterment or improvement including furnishings, machinery, apparatus, or equipment for that physical betterment or improvement when first constructed or acquired;
- (2) Any preliminary studies and surveys relating to any physical betterment or improvement.
- (3) Lands or rights in land;
- (4) Any combination of (1), (2), and (3).

Funding Sources for the Capital Budget and Program:

- A. Reserves - a reserve fund is a sum of money raised from the General Fund, via taxes, that is deposited in an interest earning account where applicable. These are generally derived from prior year surpluses and safeguarded in 'unassigned funds.' The Council has the authority to assign, restrict, or commit these funds for special projects, tax offsets, down or partial payments.
- B. General Obligation Bonds - These loans are written promises by Newport City to pay a specified sum of money (the principal amount) at a specified date (i.e., the maturity date), together with periodic interest at a specified rate. A bond typically runs for a longer term and is a more formal instrument than a note or most lease purchase agreements.
- C. Bank Notes and Loans - short term with current interest rates. Capital equipment replacement loans are utilized for items such as vehicles and typically have been financed for 4 years or less.
- D. State Aid & Grants - state aid in the form of grants or matching funds are utilized as much as possible.
- E. User Fees - a user fee is imposed upon only the user or renter of a public facility or public equipment. For example, only those residents hooked into the municipal water and sewer systems will be charged fees for paying fixed costs and upgrades. A renter of a city facility would be charged council approved rates and fees structure.
- F. Fundraiser - Capital projects, such as the Gardner Park improvements, are financed by fund raisers which are obtained through voluntary contributions and donations.
- G. General Fund - Any capital projects not funded in part or in whole from the aforementioned revenue sources will be financed through the General Fund, i.e., taxes.

Newport City Capital Project Description and Justification

Street Reconstruction and Resurfacing

Street reconstruction and street resurfacing is the most visible part of this capital program. The street construction costs shown in the summary by fund does not include any cost for water and sewer infrastructure. Each time a road is rebuilt, the water and sewer lines are updated, as referenced in the sewer fund narrative.

The resurfacing of Highland Ave was completed in FY20. The street was a major investment 2010 but is now due for an overlay of asphalt in order to keep that section of cost effectively maintained.

Vehicles and Equipment

We plan to continually rotate our fleet of vehicles and equipment out of the general fund at the point when the maintenance becomes cost prohibitive. The City has recently benefited from USDA Community Facility grants which were used to offset the costs of an excavator, skid steer, and protective fire gear for the Fire Department, dispatch equipment and police radios. We seek to extend the life of each piece by proper maintenance and care. Our replacement cycle for our large dump trucks is still longer than the desired ten years. The Police Department fleet rotation for patrol vehicles is one per year.

Public Facilities and Downtown Economic Development

Public facilities repair and maintenance has become a high priority for the City Council, as has city beautification. Recent operational budgets have prioritized facility maintenance and improvements at Prouty Beach and the Waterfront and Gardner Park. This Plan along with the LWCF grant award for improving the Gardner Park Playground area, skate shack, and bay area. The VOREC grant and AARP

award focuses on connecting a new trail in Prouty Beach to the soon to be constructed Bluffside Farm Bridge, that will intentionally lead directly to our downtown.

Additional grant awards support the connections to the Beebe Spur Trail, the Memphremagog Ski Touring Foundation's Trail System, the Bluffside Farm, Prouty Beach, and a recently constructed shore line seasonal walking path located behind the Waterfront Mall, which all serve to enhance visitor ship to our downtown. Entering into an agreement with the local Drift Dusters Snowmobile chapter, a division of VAST, allows snow mobiles certain street access as well as downtown parking, to continue to bring visitors downtown during the winter months.

Other grant awards from the Downtown Transportation grant and the NBRC grant are designed to improve our main intersections in our downtown designated area, by promoting a sense of safety and convenience for all users.

The RCDI program has enabled these recent grant awards to help support recreational facilities improvements in recognition of highlighting and taking better advantage of our outdoor recreational assets. Focusing on these assets and trail connections are intended to bring people into our downtown thereby bringing potential for boosting our downtown attractions and making Newport a recreational destination.

Five Year Capital Improvement Program Street Reconstruction/Resurfacing

<u>Fiscal Year</u>	<u>Street</u>	<u>Description</u>	<u>Cost</u>
2020-2021	Paving Estimates @ \$81Ton		
	19/20	Remaining Roads	\$76,200
	Hillside Street	1 ½ Inch Overlay @ 130T	10,530
	Prospect Street	1 ½ Inch Overlay @ 422T	34,182
	Second Street	1 ½ Inch Overlay @ 258T	20,898
	Eastern Avenue	1 ½ Inch Overlay @ 119T	9,639
	Green Place	1 ½ Inch Overlay @ 40T	3,240
	Field Avenue	1 ½ Inch Overlay @ 94T	7,614
	Municipal Parking Lot	1 ½ Inch Overlay @ Est.	70,000
	Causeway/Vista		80,000
	Gardner Park Sidewalks	1425'x5'x5" 132 c.y. @120	15,840
	Misc. Expenses	Pavement Planning/Gravel Stone/Fill	<u>35,000</u>
	Total		\$342,083
2021-2022	Paving Estimates @ \$81Ton		
	Gardner Park Road	1 ½ Inch Overlay @ 300T	24,300
	Central Street	2½ Inch Base @ 230T	18,400
	Glen Road-1 st Mile Section	2 Inch Overlay @ 2400T	194,400
	Causeway/Vista		80,000
	Misc. Expenses	Pavement Planning/Gravel Stone/Fill	<u>35,000</u>
	Total		\$352,100

2022-2023 Paving Estimates @ \$82Ton

Glen Road-1.5 Mile Section	2 Inch Overlay @ 3600T	295,200
Sias Avenue	2 ½ Inch Base @ 1120T	91,840
Central Street	1 ½ Inch Overlay @ 172T	<u>14,104</u>
Total		\$401,144

2023-2024 Paving Estimates @ \$82Ton

Pond Street	1 ½ Inch Overlay 71T	5,822
Logan Drive	2 ½ Inch Overlay @ 984T	80,688
Farrant Street	1 ½ Inch Overlay 352T	28,864
Scottsdale Drive	1 ½ Inch Overlay @ 246T	20,172
West Main Street	2 ½ Inch Base @ 1120T	91,840
West End Avenue	1 ½ Inch Overlay @ 133T	11,039
Colodny Terrace	1 ½ Inch Overlay @ 40T	3,280
Longview Street	1 ½ Inch Overlay @ 186T	15,252
Trempe Street	1 ½ Inch Overlay @ 97T	7,954
Bluff Rd.	1 ½ Inch Overlay @ 800T	65,600
Misc. Expenses	Crack sealing/Gravel Stone/Fill, Concrete	<u>60,000</u>
Total		\$364,031

2024-2025 Paving Estimates @ \$83Ton

Lake Road 1 st half	1 ½ Inch Overlay @ 2840T	235,720
West Main Street	1 ½ Inch Top @ 725T	60,175
Freeman St.	1 ½ Inch Overlay @ 205T	17,015
Veterans Avenue	1 ½ Inch Overlay @ 305T	25,315
Fairview Street	1 ½ Inch Overlay @ 226T	18,758
Fern Street	1 ½ Inch Overlay @ 278T	23,074
Misc. Expenses	Crack sealing/Gravel Stone/Fill, Concrete	<u>20,000</u>
Total		\$400,057

Grand Total: \$2,239,472**Public Works Vehicle Replacement Schedule**

<u>Year</u>	<u>Description</u>	<u>Cost</u>
FY20-21 2010	Elgin Sweeper (\$47,995 for Repairs/Maintenance 9 Years)	155,000
2011 #6	Ford F750	130,000
2011 #7	Freightliner M2 1 st Installment	<u>25,000</u>
		\$310,000
Sewer & Water		
2013 #25	Volvo BL70B Backhoe	\$120,000
21-22		
2011 #7	Freightliner M2 2 nd Installment	105,000
2012 #2	Ford F550 1 st Installment	<u>45,000</u>
		\$155,000
22-23		
2012 #2	Ford F550 2 nd Installment	45,000

	2013 #14	Freightliner M2 1 st Installment	97,000
	2010 #4	Ford F150	<u>13,000</u>
			\$155,000
Sewer & Water			
	2010 #4	Ford F150	\$26,000
23-24			
	2013 #14	Freightliner M2 2 nd Installment	38,000
	2001 #21	Caterpillar Grader 1 st Installment	<u>117,000</u>
			\$155,000
24-25			
	2001 #21	Caterpillar Grader 1 st Installment	53,000
	2015 #10	Freightliner 1st Installment	<u>102,000</u>
			\$155,000
Total			\$775,000
		Sewer Capital Equipment	\$73,000
		Water Capital Equipment	\$73,000

Newport Police Department Capital Improvement Plan

2020-2025

Police vehicles face unusual wear and tear and are replaced when mileage is very high or the vehicle become too expensive to maintain. This is a cost-effective standard that should be sustained. This Capital Plan includes one new police vehicle purchase each year in order to keep the fleet rotation cost-effective. A variety of cost-effective financing strategies are available that respects the impact on taxpayer dollars from short term financing to purchasing. The city council makes the determination.

The Police Department consists of 4 main line patrol vehicles, one of which is a specialized kennel vehicle assigned to the K9 Patrol Officer. The 24/7 working schedule requires a minimum of 3 operational patrol vehicles. The Police Chief drives a 2018 Ford Explorer.

The Police Department received a grant in 2016 from the Department of Public Safety and an additional grant from the USDA, totaling \$286,000.00, which funded the installation of a dispatch facility, in response to the local VSP dispatch closing in 2015. The grant enabled the gradual evolution of 24/7 dispatch service and added dispatch staff by recruiting contracts to emergency service providers outside of the city. The voters adopted a 24/7 Dispatch Center effective July 1, 2019 which provides accurate dispatch coverage and has been a well-respected service since opening. The Williston Dispatch facility has unfamiliarity of the local roads which has taken its toll and the City Council justified the 24/7 investment.

This Capital Investment Plan considers that a small amount of funds will be set aside each year in the event of a dispatch equipment failure. Although redundancy does exist with the current technology, equipment replacement and repair are an inevitable part of functionality and small increments should be considered in advance of an emergency. The City Council authorized \$32,455.00 be set aside from the FY17-18 budget for this purpose which provides an advantage for the funding goal of \$100,000.00.

Police Radios and technology are another essential piece of equipment requiring a replacement rotation. The City was awarded another USDA Community Facilities grant in the amount of \$38,400.00 towards the total costs of \$69,952 to replace half the inventory. This \$38,400 represents a savings to the taxpayers. The remaining half will need to be replaced over the next five years.

The Municipal Building basement remodel was completed in 2016 in response to vulnerabilities as a result of a break-in. The remodel consisted of a new sally port, interrogation room, garage facilities, additional ada access, and minor improvements to the senior center. The Capital Improvement Plan considers the need to remodel an existing basement office space for a police locker room at an estimated cost of \$70,000 when all necessary security requirements are considered.

The longevity of Bullet Proof Vests are five years according to the National Institute of Justice. The Capital Improvement Plan considers that restocking the Department's Inventory of Bullet Proof Vests will take place every five years at a cost of \$17,000.00, which is incorporated into the Fiscal Year 2019-2020 operating budget. Going forward, small increment amounts will be set aside each year so that vest replacement can occur timely.

POLICE DEPARTMENT VEHICLE REPLACEMENT PLAN

FY20-21	1 vehicle purchase + debt service	
	Total	\$35,496
FY 21-22	1 vehicle purchase + debt service	
	Total	\$31,165
FY 22-23	1 vehicle purchase + debt service	
	Total	\$32,754
FY 23-24	1 vehicle purchase + debt service	
	Total	\$29,820
FY 24-25	1 vehicle purchase + debt service	
	Total	<u>\$29,820</u>

FIVE YEAR VEHICLE REPLACEMENT PLAN **\$159,055**

- EQ 40 = Chief Vehicle
- EQ 41 = Sgt. Vehicle
- EQ 42 = K-9 Vehicle
- EQ 43 = Patrol Vehicle
- EQ 44 = Patrol Vehicle

DISPATCH REPLACEMENT RESERVE FUND

FY 20-21	\$ 5,000
FY 21-22	\$ 5,000
FY 22-23	\$ 5,000
FY 23-24	\$ 5,000
FY 24-25	<u>\$ 5,000</u>

FIVE YEAR DISPATCH REPLACEMENT RESERVE PLAN **\$25,000**

Technology Reserve Fund

FY 20-21	\$ 5,000
FY 21-22	\$ 5,000
FY 22-23	\$ 5,000
FY 23-24	\$ 5,000

FY 24-25	<u>\$ 5,000</u>
FIVE YEAR TECHNOLOGY RESERVE PLAN	\$25,000
POLICE LOCKER ROOM SINKING FUND	
FY 20-21	\$35,000
FY 21-22	<u>\$35,000</u>
FIVE YEAR POLICE LOCKER ROOM SINKING FUND	\$70,000
BULLETPROOF VEST REPLACEMENT FUND	
FY 20-21	\$ 5,000
FY 21-22	\$ 5,000
FY 22-23	\$ 5,000
FY 23-24	\$ 5,000
FY 24-25	<u>\$ 5,000</u>
FIVE YEAR BULLETPROOF VEST REPLACEMENT FUND	\$25,000
POLICE DEPT 5-YEAR CAPITAL INVESTMENT PLAN	<u>\$316,055</u>

Newport Parks & Recreation

2020-2025

Restoration of Gardner Memorial Park, expansion of Prouty Beach, maintenance of lakeside amenities, fleet equipment and vehicle rotations account for the 5-year Capital Improvement Program for Parks & Recreation. Establishing capital reserves provides consistency for the annual capital budget and ensures that funds are available when large improvements or maintenance needs arise at our community's recreation facilities. Properly functioning vehicles and equipment is vital for the proper care of the City's assets. Fleet rotations are included in the capital plan to ensure that funds are available when equipment and vehicles have reached the end of their lifespan.

Facility Capital Reserves* Annual Breakdown

Prouty Beach & Campground	\$10,000/year
Gardner Memorial Park	\$20,000/year
Newport City Dock	\$32,000/year
Gateway Building	\$ 3,000/year
Playgrounds	<u>\$ 5,000/year</u>
Total	\$70,000/year

Vehicle/Equipment Capital Reserves** Annual Breakdown

Vehicles & Equipment	\$10,000/year
Event & Program Equipment	<u>\$ 2,500/year</u>
Total	\$12,500/year

Fundraisers, private donations and grants will help offset the cost of these capital projects whenever possible. These funds are not guaranteed, but have been a viable source of revenue to support recreation facility improvements in the past.

Many improvements are planned at Gardner Memorial Park, the facility most used by Newport residents, with the most need for rehabilitation within the next five years. The 2015-2016 Gardner Park Planning

Grant and the 2019 Waterfront and Downtown Master Plan recommend a phased approach beginning with an overhaul of the playground area and bathrooms, followed by shoreline enhancements to provide better lake access. The first “Gardner Park Restoration” project is planned for 2020 as we reorganize the play area to open more green space, update playground structures and install a 40x40 splashpad to provide water activity near the lake.

The next phase of the Gardner Park Restoration initiative includes improvements shoreline amenities including dock expansion and development of a non-motorized rental fleet of recreational boats (paddle boards, kayaks, and peddle boats). Shoreline enhancements also include renovations to the lakeside ice hockey rink as we replace aged parameter boards with seasonal fixtures that will be erected each winter and removed in the spring to allow for more open viewing of the lake during summer months at the park.

Other long-term goals for the Gardner Park Restoration project include lighting improvements on the softball fields and a substantial power and utility improvement project near the bandstand/Causeway to make the location more conducive to hosting community events.

The Waterfront and Downtown Master Plan also suggests that the municipality focus on expansion of waterfront amenities and services at the Newport City Dock. The 5 Year Capital Plan prioritizes the replacement of deteriorating docks first, followed by upgrades to the service dock and re-location of fueling operations out on the pier to make fueling and pump-outs more accessible for boaters.

Expansion at Prouty Beach also account for significant capital funding over the next five years as we prepare for impacts of the Bluffside Farm bridge and connector trail. With camping growing in popularity increased exposure from the new Waterfront Recreation Path, we expect the demand for campsites to continue to grow. Adding new campsites, upgrading restrooms, and restoring the public beach area to will encourage increased patronage. By the end of the five year term, emphasis will be on developing an open, multi-purpose space at Prouty Beach to house our summer camp program and community events on the waterfront.

2020-2021

\$70,000	Annual Facility Capital Reserves*
\$12,500	Annual Equipment/Vehicle Capital Reserves**
\$36,500	Prouty Beach Improvements
<u>\$ 8,000</u>	City Dock Improvements
\$127,000	

2021-2022

\$70,000	Annual Facility Capital Reserves*
\$12,500	Annual Equipment/Vehicle Capital Reserves**
<u>\$40,000</u>	Recreation Vehicles & Equipment
\$122,500	

2022-2023

\$70,000	Annual Facility Capital Reserves*
\$12,500	Annual Equipment/Vehicle Capital Reserves**
\$30,000	Gardner Park Improvements
<u>\$10,000</u>	Recreation Vehicles & Equipment
\$122,500	

2023-2024

\$70,000	Annual Facility Capital Reserves*
\$12,500	Annual Equipment/Vehicle Capital Reserves**
\$36,000	Gardner Park Improvements
\$4,000	City Dock Improvements
\$122,500	

2024-2025

\$70,000	Annual Facility Capital Reserves*
\$12,500	Annual Equipment/Vehicle Capital Reserves**
\$12,000	Gardner Park Improvements
\$28,000	Recreation Vehicles & Equipment
\$122,500	

\$617,000 Total Five Year Parks & Recreation Capital Investment Plan

**City of Newport Fire Department
2019-2025**

The Newport City Fire Department is made up of one full time Fire Chief and 29 volunteer fire fighters each holding a special firefighting designation. Volunteers hold the positions of 2 Assistant Chiefs, 2 Captains, and 2 Lieutenants. Each volunteer firefighter, regardless of designation, voluntarily submits to 100's of annual training hours. Indeed, the City of Newport is lucky to have this qualified resource at our disposal.

The Fire Department has 7 vehicles with an average anticipated longevity of 20 years each. Periodically, fleet rotation must occur when the maintenance costs become prohibitive. The large scale items listed in the Equipment Replacement Schedule is planned to be financed, most likely through the bonding process.

The Fire Department has specialized personal safety equipment which must be rotated and fitted to each firefighter. This Five-Year Capital Investment Plan considers the potential to file grants while keeping our fighters safe.

FY 19-20	Fire Station Maintenance (sinking fund)	\$ 25,000.00
FY 20-21	Self Contained Breathing Apparatus	\$180,000.00
FY 21-22	Replacement Pumper/Tanker	\$450,000.00
FY 22-23	Portable Radios with Battery Bank	\$ 16,000.00
FY 23-24	Air Bottles	\$ 40,000.00
FY 24-25	Replacement Brush Truck	\$100,000.00
TOTAL:		\$ 811,000.00

City Beautification Plan

The City Council authorized the implementation of a City Landscaper in February of 2019. The initial budget was formulated by restructuring Public Works and Recreation. The addition of this position provided the city with expertise in implementing a City Beautification Plan as outlined in the Waterfront and Downtown Master Plan. While the City formerly engaged a landscaper as a vendor, bringing the position in house meant getting more for each dollar spent. The results of the first summer of the position were astounding in colors, landscaping, flower arrangements and the anecdotal uptick in city pride. The City intends to continue to implement the City as Botanical Garden as outlined in the Waterfront and Downtown Master Plan. As we continue to rehabilitate from the failed Main St. Development project, the landscaping

provides a 'can do' and inviting message for residents and visitors alike. Grant funding will be sought to subsidize the projects.

20-21	Botanical Gardens Annuals/Perennials	\$ 10,000.00
	City Landscaper Truck Debt Service	\$ 10,000.00
	City Landscaper Watering Pump	\$ 5,000.00
	Green House	<u>\$ 5,000.00</u>
		\$ 30,000.00
21-22	Botanical Gardens Annuals/Perennials	\$ 10,000.00
	City Landscaper Truck Debt Service	\$ 10,000.00
	Waterfront Parking & Boatyard	\$ 5,000.00
	Streetscape Amenities	<u>\$ 5,000.00</u>
		\$ 30,000.00
22-23	Botanical Gardens Annuals/Perennials	\$ 5,000.00
	City Landscaper Truck Debt Service	\$ 10,000.00
	Wayfinding Kiosk & info Center	\$ 10,000.00
	Streetscape Amenities	<u>\$ 5,000.00</u>
		\$ 30,000.00
23-24	Waterfront Landslide Overlook	\$ 5,000.00
	Botanical Gardens/Perennials	\$ 10,000.00
	Wayfinding Kiosk & Info Center	\$ 5,000.00
	Streetscape Amenities	<u>\$ 10,000.00</u>
		\$ 30,000.00
24-25	Botanical Gardens Annuals/Perennials	\$10,000.00
	Streetscape Amenities	\$10,000.00
	Vehicle/Equipment	<u>\$10,000.00</u>
		\$30,000.00
	Five Year Total City Beautification: Newport	<u>\$150,000.00</u>

Municipal Building

20-21	Municipal Building Sinking Fund (roof & modernization)	\$10,000
21-22	Municipal Building Sinking Fund	10,000
22-23	New Vault (Bond = debt service principal & Interest)	41,000
	Municipal Building Sinking Fund	10,000
23-24	Municipal Building Sinking Fund	10,000
	Bond Debt Service	41,000
24-25	Municipal Building Sinking Fund	10,000
	Bond Debt Service	<u>41,000</u>
	Total Five Year:	\$132,000

Enterprise Funds:

Water Fund

A major Water Fund capital expenditure to occur over the next 5 years is the construction of a new water tower on the east side of the city, funded through bonds and grants. The Water Tower will supply 450,000 gallons per day (gpd) to the East Side of the city including the Industrial Park and nearby residential areas and will relieve us of being reliant upon the Derby Village Trustees for water service. Additional benefits of this major upgrade include the costs of replacing the reservoir cover (if we can wait) and installing a booster pump station. The project is anticipated to cost in the range of three and a half to four million dollars. We have more work to do before we bring this to a vote. The new reservoir liner and cover must be replaced on the water reservoir with or without this project because the current cover was installed in 1999 and has fulfilled its useful life.

The Council approved a 15 year contract with SUIZ to maintain the west side water tower at a cost of \$95,000.00 per year for the first five years, and then the cost reduces to approximately \$26,162 for the remainder of the contract. This provides the City with a level of confidence that our water tower investment and water supply supply is being maintained at the highest quality. We are planning to extend the water line at Lakemont to replace the galvanized 2" water line that serves the homeowners. The anticipated cost is \$93,000 with the Lakemont residents paying for the costs except the city's labor. We expect the financial arrangements to be mirrored after the Campbell Development.

Wastewater Fund

A major capital expense made in FY2019 was the purchase of a sludge dewatering pump that will be financed over the next five years at a principal amount of \$278,667.00. The pump is expected to reduce the amount of sludge disposal costs at a rate that will pay itself back within 5 years. The replacement of the oldest of three aeration blowers at \$60,000 will occur in FY20. The City Council authorized borrowing for a five-year term for these capital expenses utilizing the operating budget.

A new 8" diameter sewer line approximately 3,500 linear feet will be installed on St. Laurent Street extending to the pump station at Lakemont. This new sewer line will accommodate the expected Gillespie development that is adjacent to the Lakemont development. A preliminary feasibility study was done on this project in 2014. The engineers construction cost estimate was \$600,000. A multi-year capital funds approach is planned with a completion year of 2023.

**Long Range Capital Improvement Program
Water/Sewer Infrastructure**

<u>Year</u>	<u>Street</u>	<u>Description</u>	<u>Cost</u>
2020-2021	Hillside Street	Sewer Main & Service Connections	20,000
	Prospect Street	Sewer Main & Service Connections	30,000
	Eastern Avenue	Sewer Main & Service Connections	10,000
	St. Laurent Street	Sewer Main & Service Connections	60,000
	Sewer Siphon		<u>60,000</u>
	Total	Sewer Infrastructure	\$180,000
	Hillside Street	Water Service Connections	10,000
		Sias Ave Water Engineering	15,000
		Sias Ave Water Project Fund	<u>150,000</u>
	Total	Water Infrastructure	\$175,000
2021-2022	Glen Road	Sewer Main & Service Connections	80,000
	St. Laurent Street	Sewer Main & Service Connections	<u>120,000</u>
	Total	Sewer Infrastructure	\$200,000
		Sias Ave Water Engineering	20,000
		Sias Ave Water Project Fund	<u>160,000</u>
	Total	Water Infrastructure	\$180,000
2022-2023	St. Laurent Street	Sewer Main & Service Connections	<u>250,000</u>
	Total	Sewer Infrastructure	\$250,000
		West Main Street Water Engineering	20,000
		Sias Ave Water Project Fund	<u>160,000</u>
	Total	Water Infrastructure	\$180,000
2023-2024	St. Laurent Street	Sewer Main & Service Connections	<u>250,000</u>
	Total	Sewer Infrastructure	\$250,000
		West Main Street Water Engineering	20,000
		West Main Street Water Project Fund	<u>180,000</u>
	Total	Water Infrastructure	\$200,000
2024-2025	Coventry Street	Sewer Main & Service Connections	<u>250,000</u>
	Total	Sewer Infrastructure	\$250,000
		West Main Street Water Engineering	10,000
		West Main Street Water Project Fund	<u>220,000</u>
	Total	Water Infrastructure	\$230,000
<u>Grand Total:</u>		Sewer Infrastructure	\$1,130,000
		Water Infrastructure	\$945,000

Appendix A

Capital Investment Plan (Draft 9 2019)

General Fund		FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	Total	Dept Totals	
	Interest	\$5,795	\$4,890	\$3,962	\$3,012	\$3,012	\$23,000	\$1,015	\$23,686
2017 Ford Explorer FD	Principal	\$5,913	\$6,024	\$6,137	\$4,673	\$0	\$0	0	\$22,747
	Interest	\$373	\$262	\$149	\$36	\$0	\$0	0	\$820
2017 Ford F-150 Recreation	Principal	\$4,855	\$1,293	\$0	\$0	\$0	\$0	0	\$6,148
	Interest	\$141	\$15	\$0	\$0	\$0	\$0	0	\$156
Long Bridge	Principal	\$50,000	\$50,000	\$50,000	\$0	\$0	\$0	0	\$150,000
	Interest	\$4,192	\$2,588	\$879	\$0	\$0	\$0	0	\$7,659
2017 Ford Taurus PD	Principal	\$5,944	\$0	\$0	\$0	\$0	\$0	0	\$5,944
	Interest	\$47	\$0	\$0	\$0	\$0	\$0	0	\$47
2017 Ford Explorer PD	Principal	\$9,714	\$1,694	\$0	\$0	\$0	\$0	0	\$11,408
	Interest	\$224	\$11	\$0	\$0	\$0	\$0	0	\$235
2018 Ford Explorer PD	Principal	\$8,375	\$8,595	\$2,915	\$0	\$0	\$0	0	\$19,885
	Interest	\$416	\$197	\$16	\$0	\$0	\$0	0	\$629
Total		\$169,604	\$149,210	\$137,720	\$45,925	\$41,216	\$42,166	\$42,166	\$628,007

Appendix B
Capital Investment Plan (Draft 9/2019)
Water Fund

	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	Total
Arsenic Building	\$338,241	\$322,499	\$335,823	\$398,520	\$365,248	\$385,248	\$2,095,550
Wells	\$135,000	\$135,000	\$145,000	\$0	\$0	\$0	\$415,000
Reservoir	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
Water Tower	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vehicles	\$50,000	\$0	\$13,000	\$0	\$0	\$0	\$73,000
Water Meters	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Infrastructure Improvements	\$175,000	\$160,000	\$180,000	\$200,000	\$230,000	\$0	\$985,000
Total Water Fund	\$783,241	\$637,480	\$673,823	\$568,520	\$595,248	\$365,248	\$3,523,560

	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30	FY30-31	Total
Current Loan/Bond Payables													
1984 Water System	Principal \$33,132	\$34,809	\$36,571	\$38,422	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$142,934
	Interest \$9,718	\$7,041	\$5,279	\$3,428	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,466
Arsenic Treatment Facility	Principal \$108,993	\$112,263	\$115,631	\$119,100	\$122,673	\$126,333	\$130,344	\$134,648	\$138,070	\$142,212	\$146,478	\$150,872	\$1,846,837
	Interest \$46,405	\$43,135	\$39,787	\$36,298	\$32,725	\$29,045	\$25,555	\$21,390	\$17,329	\$13,187	\$8,921	\$4,526	\$317,945
Water Well	Principal \$29,855	\$30,792	\$31,716	\$32,687	\$33,647	\$34,656	\$35,698	\$0	\$0	\$0	\$0	\$0	\$235,099
	Interest \$6,872	\$5,875	\$5,051	\$4,100	\$3,120	\$2,111	\$1,079	\$0	\$0	\$0	\$0	\$0	\$28,392
Total	\$234,015	\$234,016	\$234,016	\$234,035	\$192,165	\$192,175	\$192,167	\$155,398	\$155,399	\$155,399	\$155,399	\$155,398	\$2,288,583

