

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, March 16, 2020, beginning at 6:30 p.m.
Council Room
Municipal Building

City Council: Paul Monette, Mayor
Kevin Charboneau
Melissa Pettersson
Dan Ross
John Wilson

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

1. Call the Regular Council Meeting to Order
2. Approve Minutes of March 2, 2020 and the minutes of the Annual Meeting of March 3, 2020
3. Re-adopt Rules of Procedure, Vote
4. Comments by Members of the Public
5. Election of City Council President, Vote
6. City Government Appointments, Vote
 - a. City Manager
 - b. Director of Public Works
 - c. Chief of Police
 - d. Chief of Fire Department
 - e. Director of Recreation & Parks
 - f. Zoning Administrator
 - g. Tax Assessor
 - h. City Attorney
 - i. Cemetery Commission (3)
 - j. Recreation Committee
 - k. City Landscaper
 - l. Planning Commission & Historic Preservation
 - m. Harbor Master
 - n. Harbor Commission
 - o. Development Review Board
 - p. Delinquent Tax Collector
 - q. Animal Control Officer
 - r. Health Officer
 - s. Tree Warden
 - t. Representative to NVDA (2)
 - u. Representative to NVEDD
 - v. Weigher of Coal
 - w. Inspector of Wood & Shingles
 - x. Building Safety Officer
7. Accept Planning Commission Resignation, Vote
8. Planning Commission Interviews Executive Session, 1 VSA 313(a)(3)
9. New Business
10. Old Business

11. Set next meeting: Regularly Scheduled Council Meeting: April 6, 2020 @ 6:30pm

12. Adjourn

Non-confidential materials pertaining to this agenda are available for inspection at the City Clerk's office commencing at 9:00 a.m., the morning of the meeting.

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. 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.

DRAFT

Council Minutes

March 2, 2020

A duly warned meeting of the Newport City Council was held on Monday, March 2, 2020 in the council room in the Newport Municipal Building. Present were Mayor Paul Monette, Council President Julie Raboin, Council Members Melissa Pettersson, Kevin Charboneau and Daniel Ross, City Manager Laura Dolgin, City Clerk/Treasurer James D. Johnson, John Harlamert, Jessica Booth, Tom Bernier, Lt. Travis Bingham, Charles Elliott, members of the Press and Public.

Mayor Monette called the meeting to order at 6:40 PM

Approval of Minutes

Ms. Raboin moved to approve the minutes of February 10, 2020. Seconded by Mr. Charboneau, motion carried unanimously.

Comments by the Public

Mayor Monette congratulated Officer Lillis and Ozzy for being named K-9 unit of the year and The Recreation Dept. for Winter Fest and the Fireworks.

Tom Evans thanked Ms. Raboin for her service to the City and the Recreation Department for the good things they do for the city. He also complained about communication.

Laurie Grimm complained about the City Managers annual report and thanked Ms. Raboin for her service.

Anne Chiarello complained on the Sewer/Water budget.

Municipal Plan Vote

Mr. Ross moved to approve the 2020 Municipal Plan. Seconded by Ms. Pettersson, motion carried unanimously.

Planning Commission Resignation

Ms. Pettersson moved to accept the resignation of Woodman Page from the Planning Commission. Seconded by Mr. Ross, motion carried unanimously.

DRAFT

New Business

Ms. Pettersson moved to remove section 38 from the City Charter and make the Charter gender neutral. Seconded by Ms. Raboin, motion carried. Raboin, Pettersson, Charboneau in favor. Mr. Ross voted against the motion.

Old Business

Mr. Johnson presented 2020 Liquor Licenses for the council's signatures

Next Meeting Date

March 16, 2020

Adjournment

Ms. Raboin moved to adjourn at 7:25 PM. Seconded by Mr. Charboneau, motion carried unanimously.

Attested _____ This _____ Day of March 2020

Mayor

Annual Meeting

March 3, 2020

The 102nd Annual Meeting of the City of Newport, Vermont was held on Tuesday, March 3, 2020 in the Newport Municipal Building.

Articles 1 thru 16 were voted on by Australian Ballot. The polls opened at 8:00 AM and closed at 7:00 PM.

Article 17, any other business that may legally come before the Annual meeting was addressed during the floor meeting beginning at 8:00 PM. Present were Mayor Paul Monette, Council President Julie Raboin, Council Members Melissa Pettersson, Kevin Charboneau and Daniel Ross, City Manager Laura Dolgin, City Clerk/Treasurer James D. Johnson and members of the Press and Public.

There was no other business brought before the Annual Meeting.

City Clerk James Johnson read the unofficial results of the election.

For Alderperson for Two Years

Kevin Charboneau	unofficial 426	official 439
Amy Gillespie	unofficial 325	official 332
Carl King	unofficial 44	official 44
Chris Vachon	unofficial 346	official 351
John Wilson	unofficial 441	official 454

For Trustee to Union School District #22 for Three Years

Wendy McGillivray	unofficial 724	official 745
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For Trustee to Newport City School District for Three Years

Mary Ellen Prairie	unofficial 731	official 752
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For Trustee to Newport City School District for One Year

Kathleen Nolan	unofficial 728	official 748
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DRAFT

No one was elected Grand Juror or Constable

Articles 2 thru 16 were passed.

Adjournment

Ms. Raboin moved to adjourn the Annual meeting at 8:15 PM. Seconded by Ms. Pettersson, motion carried unanimously.

Attested _____ This _____ Day of March 2020

Mayor

NEWPORT CITY RULES OF PROCEDURE FOR CITY COUNCIL MEETINGS

A. PURPOSE.

The City Council of Newport City is required by law to conduct its meetings in accordance with the Vermont Open Meeting Law. 1 V.S.A. §§ 310-314. Meetings of the City Council of Newport City must be open to the public at all times, except as provided in 1 V.S.A. § 313.

B. APPLICATION.

This policy setting forth rules of procedure shall apply to the City Council of Newport City, which is referred to below as "the body." These rules shall apply to all regular, special, and emergency meetings of the body.

C. ORGANIZATION.

1. The body shall annually elect a president. The mayor of the body or, in the mayor's absence, the president shall preside over all meetings. If both the mayor and the president are absent, a member selected by the body shall act as chair for that meeting.
2. The mayor shall preserve order in the meeting and shall regulate its proceedings by applying these rules and making determinations about all questions of order or procedure.
3. A majority of the members of the body shall constitute a quorum. If a quorum of the members of the body is not present at a meeting, no meeting shall take place.
4. No single member of the body shall have authority to represent or act on behalf of the body unless, by majority vote, the body has delegated such authority for a specific matter at a duly-noticed meeting and such delegation is recorded in the meeting minutes.
5. Motions made by members of the body do require a second. A motion will only pass if it receives the votes of a majority of the total membership of the body.
6. There is no limit to the number of times a member of the body may speak to a question. A member may speak or make a motion only after being recognized by the mayor. Motions to close or limit debate will be entertained.
7. Any member of the body may request a roll call vote. Pursuant to 1 V.S.A. § 312(a)(2), when one or more members attend a meeting electronically, a roll call vote is required for votes that are not unanimous.
8. Meetings may be recessed to a time and place certain.
9. These rules may be amended by majority vote of the body, and must be readopted annually.

D. AGENDAS.

1. Each regular and special meeting of the body shall have an agenda. Those who wish to be added to the meeting agenda shall contact the City Manager to request inclusion on the agenda at least 3 days prior. The mayor shall determine the final content of the agenda.
2. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted in or near the municipal office and at the following designated public places in the municipality: Newport City Municipal Building, Goodrich Memorial Library and the U.S. Post Office. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted on <http://newportvermont.org/website/>. The agenda must also be made available to any person who requests such agenda prior to the meeting.
3. All business shall be conducted in the same order as it appears on the noticed agenda, except that any addition to or deletion from the noticed agenda must be made as the first act of business at the meeting. No additions to or deletions from the agenda shall be considered once the first act of business at the meeting has commenced. Any other adjustment to the noticed agenda, for example, changing the order of business, postponing or tabling actions, may be made by majority vote of the body.

E. MEETINGS.

1. Regular meetings shall take place on the first and third Monday of the month at 6:30p.m. in the Council Room of the Municipal Building, unless otherwise warned.
2. Special meetings shall be publicly announced at least 24 hours in advance by giving notice to all members of the body unless previously waived; posting in the municipal clerk's office and at the following designated places in the municipality Newport City Municipal Building, Goodrich Memorial Library, the U.S. Post Office, posted on <http://newportvermont.org/website/> and to any person who has requested notice of such meetings.
3. Emergency meetings may be held without public announcement, without posting of notices, and without 24-hour notice to members, provided some public notice thereof is given as soon as possible before any such meeting. Emergency meetings may be held only when necessary to respond to an unforeseen occurrence or condition requiring immediate attention by the public body.
4. A member of the body may attend a regular, special, or emergency meeting by electronic or other means without being physically present at a designated meeting location, so long as the member identifies him or herself when the meeting is convened, and is able to hear and be heard throughout the meeting. Whenever one or more members attend electronically, voting that is not unanimous must be done by roll call. If a quorum or more of the body attend a meeting (regular, special, or emergency) without being physically present at a designated meeting location, the agenda for the meeting shall designate at least one physical location where a member of the public can attend and participate in the meeting. At least one member of the body, or at least one staff or designee of the body, shall be physically present at each designated meeting location.

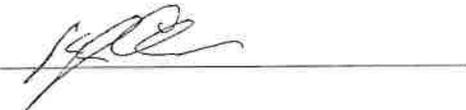
F. PUBLIC PARTICIPATION.

1. All meetings of the body are meetings in the public, not of the public. Members of the public shall be afforded reasonable opportunity to express opinions about matters considered by the body during public comment, so long as order is maintained according to these rules.
2. At the beginning of each agenda, but before any action is taken by the public body, there may be as much as 15 minutes afforded for open public comment. By majority vote, the body may increase the time for open public comment.
3. Comment by the public or members of the body must be addressed to the chair or to the body as a whole, and not to any individual member of the body or public.
4. Members of the public must be acknowledged by the mayor before speaking.
5. If a member of the public has already spoken on a topic, he or she may not be recognized again until others have first been given the opportunity to comment.
6. Order and decorum shall be observed by all persons present at the meeting. Neither members of the body, nor the members of the public, shall delay or interrupt the proceedings or the peace of the meeting or interrupt or disturb any member while speaking. Members of the body and members of the public are prohibited from making personal, impertinent, threatening, or profane remarks.
7. Members of the body and members of the public shall obey the orders of the mayor or other presiding member. The mayor should adhere to the following process to restore order and decorum of a meeting, but may bypass any or all steps when he or she determines in his or her sole discretion that deviation from the process is warranted:
 - a. Call the meeting to order and remind the members of the applicable rules of procedure.
 - b. Declare a recess or table the issue.
 - c. Adjourn the meeting until a time and date certain.
 - d. Order law enforcement to remove disorderly person(s) from the meeting.

ADOPTED:







Signatures

4/1/2019

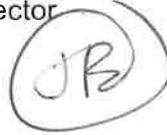
Date

MEMO

To: Newport City Council
Paul Monette, Mayor
Laura Dolgin, City Manager

From: Jessica Booth, Parks & Recreation Director

CC: Newport Recreation Committee
Newport Harbor Commission
Erik Voegtlin, Harbormaster



Date: March 13, 2020

Re: Appointments

The Newport Parks & Recreation Department & the Newport Recreation Committee recommend the following for appointment and reappointment to the Newport Recreation Committee:

Chad Prue - Appointment for 2 year term, ending 2022
Jenn Smith - Reappointment for 2 year term, ending 2022
Shari-Lee Ryan - Reappointment for 2 year term, ending 2022
Lori Wells - Reappointment for 2 year term, ending 2022

Existing Recreation Committee Members:

Vaughn Cloney - Term ends 2021
Jaime Comtois - Term ends 2021
Mike Nolan - Term ends 2021
Debbie Smith - Term ends 2021
Adam Thurston - Term ends 2021

The Newport City Harbor Commission recommends the following reappointments to the Newport City Harbor Commission, :

Harbormaster

Erik Voegtlin - Reappointment for one year term, ending 2021

Harbor Commission

James Johnson - Reappointment for 2 year term, ending 2022
William "Oscar" Round - Reappointment for 2 year term, ending 2022

Existing Harbor Commission Members:

Steve Edgerley - Term ends 2021
Tom Latta - Term ends 2021
John Monette - Term ends 2021
Cynthia Shelton - Term ends 2021

Memo

March 13, 2020

To: Newport City Council Members

Fr: Charles Elliott,

Re: Appointment of Planning Commission and Development Review Board Members

The following members are up for reappointment.

Planning Commission and Historic Preservation:

Daniel Pickering is due for reappointment. The vacant position formally occupied by Robert Currier is also due in 2020. The candidates interviewing March 16, 2020 are to fill this position and if chosen should be appointed for 3 years.

Assuming a new member is appointed on March 16, 2020 the Planning Commission will have a quorum and will begin holding meetings. The process of finding two more members is in progress. The Planning Commission is scheduled to have two new people to recommend to the Council for appointment at the Council's April 6, 2020 meeting.

I recommend that Daniel Pickering be reappointed to the Planning Commission and Historic Preservation Commission for 3 more years.

Development Review Board:

The Development Review Board currently has two members due for reappointment.

Dan Pickering, formally an alternate is now a full member, and Agathe Coburn are both up for reappointment this year. Daniel Pickering is the only person to serve on both the Development Review Board and the Planning Commission.

The Development Review Board currently has no vacancies.

I recommend that Daniel Pickering and Agathe Coburn be reappointed to the Development Review Board for 3 more years.

Charlie

A handwritten signature in cursive script, appearing to read "Charlie Elliott", with a long horizontal flourish underneath.



Rebecca Therrien <rebecca.therrien@newportvermont.org>

Planning Commission resignation letter

1 message

Ruth Sproull <ruth.sproull@newportvermont.org>

Tue, Mar 3, 2020 at 8:35 PM

To: Paul Monette <Paul.Monette@newportvermont.org>, Dan Ross <Dan.Ross@newportvermont.org>, Charles Elliott <charles.elliott@newportvermont.org>, Daniel Pickering <daniel.pickering@newportvermont.org>, John Monette <john.monette@newportvermont.org>, Laura Dolgin <laura.dolgin@newportvermont.org>, James Johnson <James.Johnson.clerk@newportvermont.org>, Rebecca Therrien <Rebecca.Therrien@newportvermont.org>

Please see attached.

--

Ruth Sproull
Planning Commission
Newport, Vermont

 **resign_2.docx**
18K

Four members of the Newport City Planning Commission have resigned in the past year. Sadly, now I will be the fifth (following Clark Curtis, Colleen Moore de Ortiz, Bob Currier and Woodman Page.) I have spent over eight years serving the city on this body but negative conditions created by City Manager Laura Dolgin and Mayor Paul Monette have made it impossible to continue.

I didn't come to this decision lightly because I believe that the commission performs an essential service to city residents by working to create the vision and structure for future development. I also believe that as a local business owner, it has been important for me to give back to the community in this way. Unfortunately, the Planning Commission serves at the pleasure of City Council and at present, it doesn't seem that City Council sees what is in plain sight.

City Council is supposed to be the boss of the City Manager. However in recent years just the reverse has been true, allowing Dolgin free rein. Unfortunately, that long leash has allowed her to meddle (overtly and covertly) with the Planning Commission and its members in ways which have been intolerable to four others and now me.

The list of reasons is long but highlights include:

We were told to update the City Plan in preparation for applying for the Vermont Downtown Designation, which we did. However, after many hours of working on it, Dolgin and the Mayor arrived unexpectedly to our Planning Commission meeting one night with a "delegation" of city department heads (startling because it had never happened before) telling us to change our work because it wasn't to their liking. It was very intimidating. Later, I called the State to find out if what Dolgin and the Mayor wanted was required. I found that what they had asked us to do was completely unnecessary and not advisable (our time had been wasted). What's more, I was told that we were missing important maps which WERE required, an essential part of the plan overlooked by Dolgin and the Mayor. The response of the Mayor in open meeting to me, "You shouldn't call the State. You should listen to your local officials."

Twice, Council refused to appoint our choices for open positions on the commission (Paul Dreher and Julie Raboin) even though this had been merely a formality up to recent years because the relative autonomy and judgement of the Planning Commission had been respected. Both candidates were highly qualified and

would have worked well in our group (and it wasn't like a multitude of citizens were clamoring to serve.) As far as I can tell, the Mayor and the City Manager simply didn't like them and convinced Council to go along.

Last fall, the City Manager and the Mayor came to a meeting with a proposal to remove Zoning Administrator Charles Elliott, someone who has served the city for over a quarter century. Dolgin spun a tale for why this was necessary along with an explicit denial for us to hear the other side of her story (ie. to speak to Elliott ourselves before making a decision.) She pushed the commission into a hasty decision to recommend removal (I was the only dissenting vote.) It was later discovered that she had distorted the facts to the Commission and Council fortunately allowed the Zoning Administrator to keep his job. This incident destroyed any trust and respect I might have had in the city's top administrator.

More recently, the Commission applied for and received a planning grant to rewrite the City Plan with a professional. This required working with Dolgin to create a Request for Proposals because the grant funds came through the city. She suggested, through then Chair Bob Currier and Vice Chair Woodman Page, that the Planning Commission be sidelined for a separate selection committee composed of only two Planning Commission members and others that were clearly of her choosing. This was insulting and the Commission rejected the idea because we, the Commission, were the ones charged with the work of creating the new plan and we thought we should choose who our consultant was.

And just last week, while serving as Chair of the Commission, my request for administrative assistance from Dolgin regarding the planning grant was basically ignored, revealing her lack of professionalism. I asked three questions twice but she only would answer one. My questions were straightforward and businesslike and pertinent to the city's role in the administration of the grant she controls but she avoided answering because of her personal feelings towards me (indicated by what she wrote to me). It felt like she was only willing to do her job that we as city taxpayers pay her for if you are her "friend."

I could go on because there are so many more incidents but suffice it to say that I've had enough of this constant manipulative nonsense and game playing.

As human beings, we all share the desire to be respected and appreciated. Unfortunately, it seems that the city is currently being run so there are winners and losers with the winners being chosen by the City Manager.

As Orleans County Record reporter Robin Smith said on Scott Wheeler's NEK Voice on Feb. 26, 2020, "It's really hard to do a volunteer job when somebody's on you all the time." Earning \$342 a year (my last year's paycheck) is basically volunteer work so it isn't worth continuing in a position where I am not valued. I have no interest in being a pawn, promoting the self-serving vision of a City Manager for whom I have no respect and who, by the way, doesn't even live in Newport.



www.efficiencyvermont.com
888-921-5990 | 802-860-4095

February 13, 2020

Newport Wastewater Treatment Plant
94 TP Ln
Newport VT 05855

Project # 6012-HI42 Newport, City of - WWTF - Heater Replacement

Congratulations on completing your recent Custom project! We estimate the project will save \$8,060 annually, which corresponds to saving 77000 kwh. These measures will save you an estimated \$241,670 over the next 30 years, which is the expected life of the measures you installed.

Your cumulative estimated savings, reflecting all your projects with us to date, is: \$39,950 annually.

Businesses like yours are taking a continuous improvement approach to energy saving, finding new ways to cut waste and improve operational efficiency every year. Efficiency Vermont can help you identify opportunities from small process improvements to comprehensive upgrades and new construction.

I'd like to know how this project serves you over time—whether the upgrade is performing as you'd hoped, and if you're seeing the savings reflected in your bills.

I look forward to our next project together,

Parker Hoblin
Energy Consultant, Efficiency Vermont

Please note: we recently emailed you an online survey about your experience working with Efficiency Vermont on this project. If you haven't had a chance to fill it out yet, we would greatly appreciate your honest feedback to help inform our offerings and processes.

Enclosed: Incentive check in the amount of \$5,300.00

Invoice # 80572

Project # 6012-HI42

ID: CL_IncentiveLetter 5-11-2018