

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, August 17, 2020, beginning at 6:30 p.m.

REMOTE MEETING

**The Municipal Building is Closed as part of the Stay Home/Stay Safe Measures
In Order to Participate Remotely:**

Phone 1- (978) 990-5000 and enter PIN: 185354#

or

**by Computer go to <https://freeconferencecall.com> and join the meeting by using id:
cityofnewportremote**

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

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

1. Call the Regular Council Meeting to Order
2. Approve Minutes of August 3, 2020
3. Comments by Members of the Public
4. Spates Land Donation to Fish & Game, Vote
5. Recreation Committee Update & Member Appointment, Vote
6. Updates from City Departments: PD Dept, Fire Dept, Recreation, & Public Works
7. New Business
8. Old Business
9. Set next meeting: September 14, 2020 @ 6:30pm
10. Adjourn

Non-confidential Materials Pertaining to this Agenda are Available for Viewing & Download on the City's Website at <https://www.newportvermont.org/> 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, April 1, 2019, and again on March 16, 2020.

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 ensure 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 March 16, 2020.
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

August 3, 2020

DRAFT

A duly warned meeting of the Newport City Council was held remotely on Monday, August 3, 2020. Participating in the meeting were Mayor Paul Monette, Council President Daniel Ross, Council Members Melissa Pettersson, John Wilson and Kevin Charboneau, City Manager Laura Dolgin, City Clerk/Treasurer James Johnson, Fire Chief John Harlamert, Public Works Director Tom Bernier, members of the Press and Public.

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

Approval of Minutes

Mr. Charboneau moved to approve the minutes of July 6, 2020. Seconded by Ms. Pettersson, motion carried unanimously.

Comments by the Public

None.

Public Works Backhoe Bids (attached)

Mr. Ross moved to accept the bid from Beauregard Equipment Case in the amount of \$93,795 per the memo dated July 29, 2020. Seconded by Mr. Charboneau, motion carried unanimously.

Executive Session to discuss Appointment/Evaluation of a Public Officer, 1 VSA 313(a)(3)

Mr. Ross moved to accept Charles Elliott's retirement letter effective at the end of the workday on August 21, 2020. Seconded by Mr. Charboneau, motion carried unanimously.

Review and Approve Updated Zoning Administrator Job Description

Mr. Ross moved to approve the updated job description of the Zoning Administrator. Seconded by Ms. Pettersson, motion carried unanimously.

DRAFT

New Business

Mr. Ross noted the roof is loose on the Grandstand.

Mr. Charboneau noted he has received comments stating how fantastic the City landscaping looks.

Ms. Pettersson pointed out that ATV riders from southern Vermont are impressed by the area and are coming back in September. Mr. Ross stated that ATV riders are friendly, polite, obey the speed limits and are good for the community.

Mr. Wilson thanked the City Manager and Mr. Bernier for the quick response and repairs to Longview St. It was last paved in 1999 and is scheduled for paving in 2022. Mr. Wilson hopes it will be sooner and does not think the street will last until then.

Old Business

Mayor Monette believes that Mr. Brett Phelps and his issues have disappeared. He has also been receiving emails requesting he release people from jail. Mr. Charboneau suggested that he forward the emails to the States Attorney.

Mr. Ross would like an update on storm drains and manholes as he has noticed a lot of orange cones.

Ms. Dolgin noted that the total delinquent tax balances from those in tax sale are concerning. The Auditor suggested that we resume the tax sale that was delayed because of COVID-19. We will shoot for mid-November to hold the tax sale.

Next Meeting Date

August 17, 2020.

Adjournment

Ms. Pettersson moved to adjourn at 7:41 PM. Seconded by Mr. Charboneau, motion carried unanimously.

Attested _____ This _____ Day of _____ 2020

Mayor

City Manager (802) 334-5136
 334-3891
 City Clerk/Treasurer 334-2112
 334-3892
 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

TO: Laura Dolgin/City Manager
 FROM: Thomas L. Bernier/P.W. Director 7x3
 DATE: July 29, 2020
 RE: New 2020 Backhoe

Our 2013 Volvo backhoe was scheduled to be replaced during this budget year. We received three bids back in March but because of covid-19 we weren't able to see all the machines. We recently looked at the third machine that was bid and now have our recommendation for the purchase. These are the bids listed below:

Milton Cat

2020 Caterpillar 420 Backhoe	\$126,000
Hydraulic Coupler	\$3,100
Special Caterpillar Town Meeting Discount	-\$7,000
Volvo Trade	-\$35,000
Premier Warranty 5 year – 2500 Hours	<u>\$4,900</u>
	\$92,000

Nortrax John Deere

2020 John Deere 310SL HI Backhoe	\$120,500
Hydraulic Coupler	\$0
Volvo Trade	-\$32,000
Power Train/Hydraulics Warranty 5 year – 1500 Hours	\$1,610.00
Comprehensive Warranty 5 year – 1500 Hours	<u>\$3,350</u>
	\$93,460

Beauregard Equipment Case

2020 Case 580SN WT Backhoe	\$110,600
Hydraulic Coupler	\$2,100
Volvo Trade	-\$23,000
Premier Warranty 5 year – 5000 Hours	<u>\$4,095</u>
	\$93,795

City Manager..... (802) 334-5136
334-3891
City Clerk / Treasurer..... 334-2112
334-3892
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

July 31, 2020

To: Newport City Council

Dear Mayor and Council Members,

Re: Retirement Schedule

I have received notice from the State Retirement office that my retirement will be fully vested at the end of the day August 21, 2020, as long as I continue to work each day and 28 hours per week until then. If for any reason I was unable to work the full time before August 21, I would have to work longer to make up the time.

My intention now is to retire at the end of the day on August 21, 2020. While my time here has been rewarding in many ways, currently, I feel it is time to move on to other opportunities.

Sincerely,

Charles Elliott, Zoning Administrator



Laura Dolgin <laura.dolgin@newportvermont.org>

Re: Land Donation

1 message

Charles Elliott <charles.elliott@newportvermont.org>
To: Laura Dolgin <laura.dolgin@newportvermont.org>

Tue, Aug 11, 2020 at 9:48 AM

I had earlier gone over this with Doug. This lot is 100% wetland. There is no possible way one could get a permit to build here. Doug has the right idea. Giving it to Fish and Game to add to their already owned adjacent lot is the only reasonable thing to do.

Charlie

On Mon, Aug 10, 2020 at 12:30 PM Laura Dolgin <laura.dolgin@newportvermont.org> wrote:

>
> Hi Andrew
> We have time to put this on for Monday, August 17's, council agenda, which begins at 6:30 p.m. Do you have someone who can participate if there are questions? The meeting will be held remotely via Free Conference Call, so whoever does participate may do so from the comfort of their own home or office.

>
> In order to participate remotely by computer: go to <https://freeconferencecall.com> and join the meeting by using id: cityofnewportremote

> or
> Dial 1-(978) 990-5000 and enter PIN: 185354#

>
> Please advise.

>
> Regards, Laura Dolgin
>
> Laura Dolgin, City Manager
>
> City of Newport
>
> 222 Main St.
>
> Newport, Vt. 05855
>
> (802) 334-5136

>
> Please note that this email message, along with any response or reply, is considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

>
> Thank You.

>
>
>
> On Mon, Aug 10, 2020 at 11:20 AM Andrew Carbine <acarbine@memrent.com> wrote:

>>
>> Good Morning Laura -

>>
>> We are seeking to donate a parcel of land (151008) to the Vermont Fish and Wildlife Department. The land is located on the Glen Road adjacent to the lot already owned by Fish and Wildlife (maps attached) and they have expressed interest in accepting the parcel. I have copied Peter Emerson on this email who will be working on the state side of things to get the ball rolling. As we understand it, part of getting the approval for the donation is gaining the support of the council. Please let Peter and I know the next steps in obtaining this approval.

>>
>> Please let us know if you have any questions or concerns.

8/11/2020

City of Newport Vermont Mail - Re: Land Donation

>>

>> Thank you -

>>

>> Andrew Carbine

>> Memphremagog Rentals LLC

>> Spates Family LLC

>> 89 Third St.

>> Newport, VT 05855

>> (802) 334-2262

--

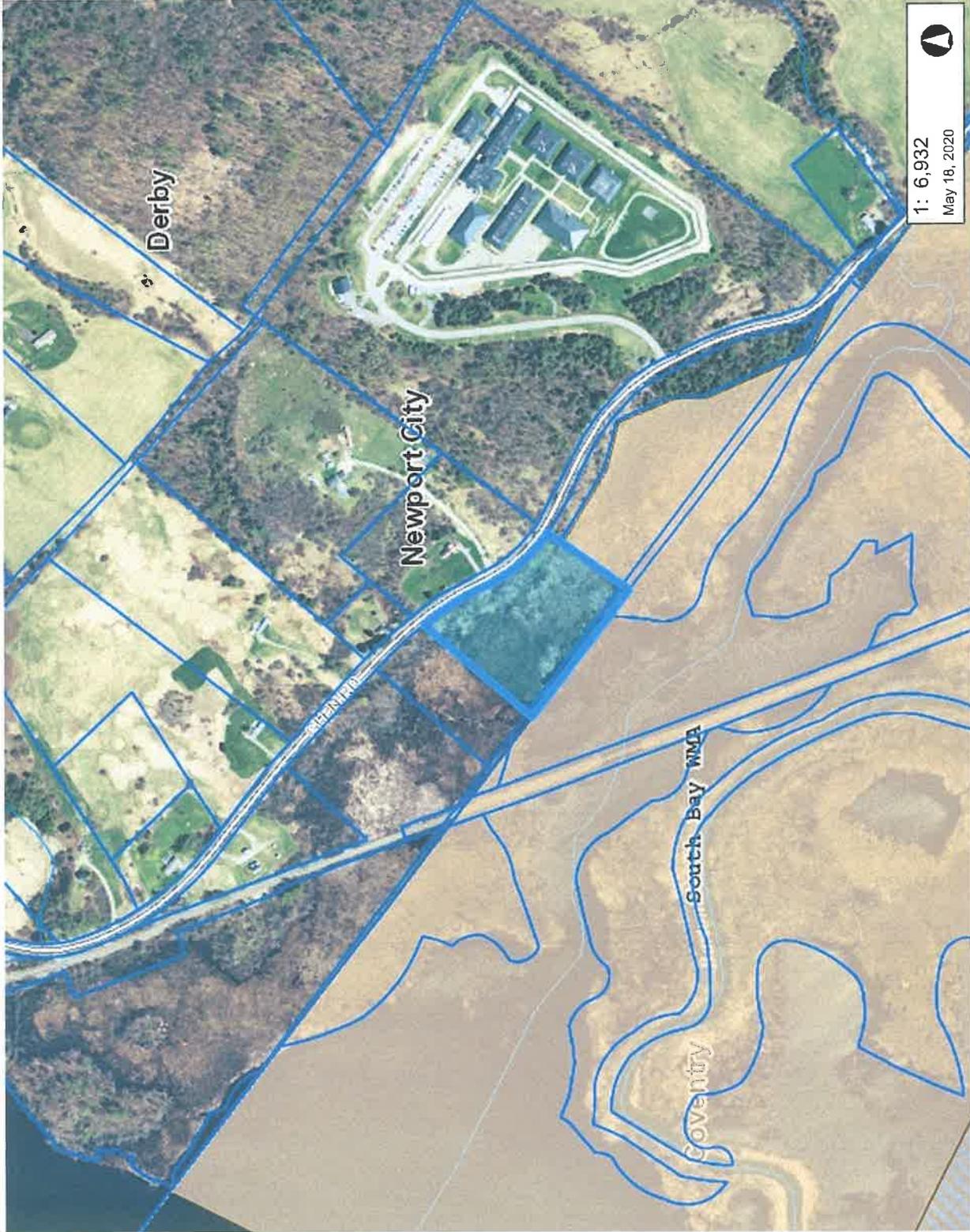
Charles Elliott, Zoning Administrator
222 Main Street,
Newport, VT 05855
802-334-6992
charles.elliott@newportvermont.org



Natural Resources Atlas

Vermont Agency of Natural Resources

vermont.gov



1: 6,932
May 18, 2020



LEGEND

Wildlife Management Areas

- Fee ownership
- Non-fee interest

Riparian Lands

Other Managed Lands

- Access Area
- FWD miscellaneous property
- Fish Culture Station
- Conservation Camp

Parcels (standardized)

Parcels (non-standardized)

Roads

- Interstate
- Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Local
- Not part of function Classification S

Stream/River

Town Boundary

NOTES

Map created using ANR's Natural Resources Atlas

352.0 0 176.00 352.0 Meters

1" = 578 Ft. 1cm = 69 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere

© Vermont Agency of Natural Resources

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



Lots 149008 & 151008 Glen Road

Newport City, VT

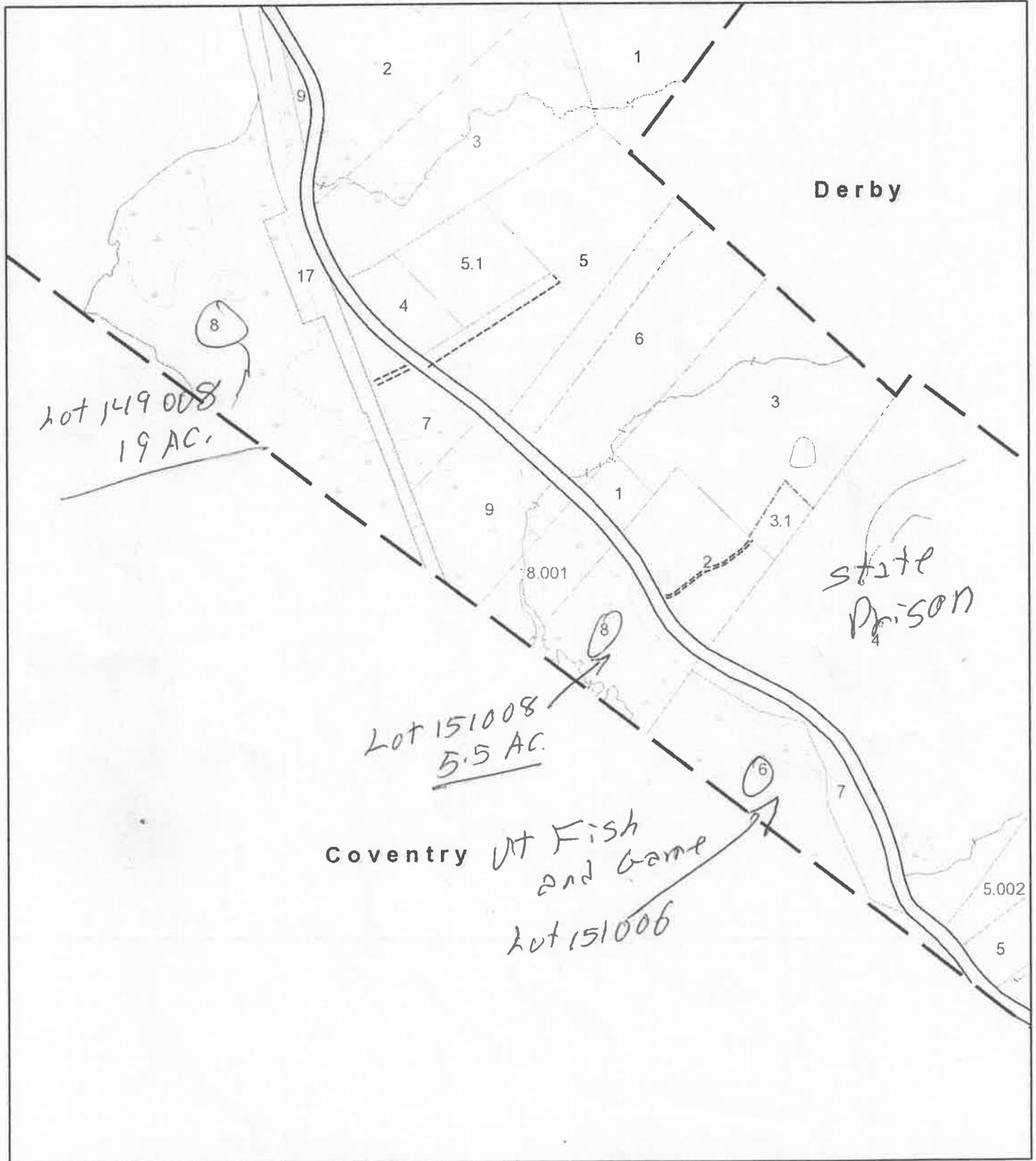
1 inch = 533 Feet



CAI Technologies
Precision Mapping. Professional Solutions.



May 15, 2020



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

GLEN RD

Location GLEN RD

Mblu 151008////

Acct# 435-136-15538

Owner MOSHER DAVID & LYNDA

Assessment \$12,800

PID 804

Building Count 1

Current Value

Assessment			
Valuation Year	Improvements	Land	Total
2017	\$0	\$12,800	\$12,800

Owner of Record

Owner MOSHER DAVID & LYNDA

Sale Price \$0

Co-Owner

Certificate

Address 4 GREEN MOUNTAIN DR
ST ALBANS, VT 05478

Book & Page 051/ 088

Sale Date

Ownership History

Ownership History				
Owner	Sale Price	Certificate	Book & Page	Sale Date
MOSHER DAVID & LYNDA	\$0		051/ 088	

Building Information

Building 1 : Section 1

Year Built:

Living Area: 0

Replacement Cost: \$0

Building Percent Good:

Replacement Cost

Less Depreciation: \$0

Building Attributes	
Field	Description
Style	Vacant Land
Model	

Grade:	
Stories:	
Occupancy	
Exterior Wall 1	
Exterior Wall 2	
Roof Structure:	
Roof Cover	
Interior Wall 1	
Interior Wall 2	
Interior Flr 1	
Interior Flr 2	
Heat Fuel	
Heat Type:	
AC type:	
Total Bedrooms:	
Total Bthrms:	
Total Half Baths:	
Total Xtra Fixtrs:	
Total Rooms:	
Bath Style:	
Kitchen Style:	
Window Type	
Insulated	

Building Photo



(<http://images.vgsi.com/photos/NewportVTPhotos//default.jpg>)

Building Layout

(http://images.vgsi.com/photos/NewportVTPhotos//Sketches/804_795.jpg)

Building Sub-Areas (sq ft)	Legend
No Data for Building Sub-Areas	

Extra Features

Extra Features	Legend
No Data for Extra Features	

Land

Land Use

Use Code	1310
Description	RES ACLNPO
Zone	GR
Neighborhood	50
Alt Land Appr Category	No

Land Line Valuation

Size (Acres)	5.52
Frontage	0
Depth	0
Assessed Value	\$12,800

Outbuildings

Outbuildings	Legend
No Data for Outbuildings	

No Data for Outbuildings

Valuation History

Assessment			
Valuation Year	Improvements	Land	Total
2018	\$0	\$12,800	\$12,800
2017	\$0	\$12,800	\$12,800
2016	\$0	\$5,900	\$5,900

(c) 2020 Vision Government Solutions, Inc. All rights reserved.

~~Parcel 151008 - For Tax Year 2019-2020 Full Detail~~

Parcel	Tax Year	Name							
Description	Date	Check #	Deposit #	G/L	Batch#	Remit	Amount	Balance	
151008-	2019-2020	MOSHER DAVID & LYNDA		0	GLEN RD				
Bill Appl. To Prin. Pmt 1	09/26/19			170			188.31	188.31	
Bill Appl. To Prin. Pmt 2	09/26/19			170			188.31	376.62	
Bill Appl. To Int. Pmt 1	11/18/19			220			1.88	378.50	
Bill Appl. To Int. Pmt 1	12/17/19			242			1.88	380.38	
Bill Appl. To Int. Pmt 1	01/16/20			260			1.88	382.26	
Bill Appl. To Int. Pmt 1	02/19/20			277			1.88	384.14	
Bill Appl. To Int. Pmt 1	03/17/20			294			1.88	386.02	
Bill Appl. To Int. Pmt 1	04/16/20			314			1.88	387.90	
Bill Appl. To Int. Pmt 1	05/21/20			341			1.88	389.78	
Bill Appl. To Int. Pmt 2	05/21/20			341			1.88	391.66	
Bill Appl. To Pen. Pmt 1	05/21/20			341			15.06	406.72	
Bill Appl. To Pen. Pmt 2	05/21/20			341			15.06	421.78	
Rcpt. Appl. To Prin. Pmt 1	05/21/20	2734	5879.0	342		rhartley	-188.31	233.47	
Rcpt. Appl. To Int. Pmt 1	05/21/20	2734	5879.0	342		rhartley	-13.16	220.31	
Rcpt. Appl. To Pen. Pmt 1	05/21/20	2734	5879.0	342		rhartley	-15.06	205.25	
Rcpt. Appl. To Prin. Pmt 2	05/21/20	2734	5879.0	342		rhartley	-153.51	51.74	
Rcpt. Appl. To Int. Pmt 2	05/21/20	2734	5879.0	342		rhartley	-1.88	49.86	
Rcpt. Appl. To Pen. Pmt 2	05/21/20	2734	5879.0	342		rhartley	-12.28	37.58	
Adj. Appl. To Int. Pmt 1	05/26/20					payment rec'd on time	-1.88	35.70	
Adj. Appl. To Int. Pmt 2	05/26/20					payment rec'd on time	-1.88	33.82	
Adj. Appl. To Int. Pmt 1	05/26/20					payment rec'd on time	1.88	35.70	
Adj. Appl. To Int. Pmt 2	05/26/20					payment rec'd on time	1.88	37.58	
Adj. Appl. To Cred.	05/26/20					payment rec'd on time	-3.76	33.82	
Adj. Appl. To Pen. Pmt 1	05/26/20					payment rec'd on time	-15.06	18.76	
Adj. Appl. To Pen. Pmt 2	05/26/20					payment rec'd on time	-15.06	3.70	
Adj. Appl. To Pen. Pmt 1	05/26/20					payment rec'd on time	15.06	18.76	
Adj. Appl. To Pen. Pmt 2	05/26/20					payment rec'd on time	12.28	31.04	
Adj. Appl. To Cred.	05/26/20					payment rec'd on time	-27.34	3.70	
Bill Appl. To Int. Pmt 2	06/22/20			360			0.35	4.05	
Adj. Appl. To Cred.	07/01/20					apply credit to current tx yr	-3.70	0.35	
Cred. Appl. To Cred.	07/01/20		5900.0	367			30.75	31.10	
Cred. Appl. To Prin. Pmt 2	07/01/20		5900.0	367			-30.75	0.35	
Cred. Appl. To Cred.	07/01/20		5900.0	367			0.35	0.70	
Cred. Appl. To Int. Pmt 2	07/01/20		5900.0	367			-0.35	0.35	
Rcpt. Appl. To Prin. Pmt 2	07/01/20	CASH	5901.0	369		stherrie	-0.35	0.00	
Cred. Appl. To Cred.	07/01/20		5901.0	369			3.70	3.70	
Cred. Appl. To Prin. Pmt 2	07/01/20		5901.0	369			-3.70	0.00	
-----								Parcel Balance	0.00
=====								Grand Total	0.00

MEMO

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

From: Jenn Smith, Newport Recreation Committee Chair
Jessica Booth, Recreation Director

Date: August 7, 2020

Re: Recreation Committee Appointment

Lori Wells has stepped down from her regular seat on the Recreation Committee as a result of her various other time commitments and responsibilities. Montgomery resident Amanda Rondeau submitted a letter of interest back in February and has shown interest in stepping up from her current alternate position and filling the vacant regular committee seat. She has shown dedication to the board since she joined and as an alternate and is ready to step-in and share her vast experience for event planning in the area. We recommend Amanda Rondeau for appointment to the vacant seat, with her term expiring March 2022.

Enclosure: Letter of Interest from Amanda Rondeau

February 17, 2020

To Whom It May Concern:

I am interested being considered for an open position on the Newport Park & Recreation Board. I do not live in Newport, however, my children live in Newport Town and are enrolled in numerous club sports, including NEK Hoops & the Soccer program. Over the course of the last 15 years, I have held various positions on numerous recreation and professional boards.

Most currently, I am the Vice President & Registrar of the Cambridge Youth Soccer board and am on the first year of my two year term. Prior to this, I was a voting board member overseeing Uniforms and Events.

My volunteer experience began with being voted to the Cambridge Elementary School PTA as their President and I remained in this position for one year. I then went on to be Treasurer of the Cambridge after School Program.

Over the years, I have held positions on the Vermont National Guard Enlisted Association Board, as a non-voting chairperson of their Military Ball. This success led to the Grants & Needs Committee of the Vermont Charitable Foundation.

I have recently moved to the Montgomery area and am attempting to become involved in communities that my children will grow in. I am familiar with your committee and organization through word of mouth and also through events that are held within the community. I also am involved with the Kingdom Khaos AAU Basketball team, which is fairly new and many of the players are from this area.

I believe that my experience and professional career will benefit not only Newport Park & Recreation, but also the City of Newport as a whole. I am vested in this community. If you should have any questions, please don't hesitate to reach out directly to 802-760-7548 or by email at mandywagner0704@gmail.com

Thank you in advance for your consideration.

Respectfully,

Amanda M Rondeau