

City Manager..... (802) 334-5136  
City Clerk / Treasurer..... 334-2112  
Public Works..... 334-2124  
Zoning Adm. / Assessor..... 334-6992  
Recreation / Parks..... 334-6345  
Fax..... 334-5632



City of Newport  
222 Main Street  
Newport, Vermont 05855  
[www.newportvermont.org](http://www.newportvermont.org)

## **Newport City Council Meeting**

### **Regular Meeting Agenda**

**Monday, October 19, 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 October 5, 2020
3. Comments by Members of the Public
4. Solid Waste Implementation Plan Public Meeting #1
5. Planning Commission Update
6. Brownfields Grant Letter of Support, Vote
7. New Business
8. Old Business
9. Set Next Regularly Scheduled Council Meeting: November 2, 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.

**DRAFT**

**Council Minutes**

**October 5, 2020**

A duly warned meeting of the Newport City council was held remotely on Monday, October 5, 2020. Present were Mayor Paul Monette, Council Members John Wilson, Melissa Pettersson, Kevin Charboneau, City Manager Laura Dolgin, City Clerk/Treasurer James D. Johnson, PW Director Tom Bernier, Rec. Director Jessica Booth, Police Chief Travis Bingham, Fire Chief John Harlamert, City Landscaper Robert Gosselin, Becky Therrien and members of the Press and Public. Council President Dan Ross was absent.

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

**Approval of Minutes**

Mr. Wilson moved to approve the minutes of September 21, 2020. Seconded by Mr. Charboneau, motion carried.

**Comments by the Public**

None

**City Landscaper Presentation.**

Robert Gosselin updated the council on city landscaping.

**Public Works Vehicle Purchases (attached)**

Mr. Wilson moved to purchase a 2020 Ford F-550 4WD. 6.7L, Diesel Cab & Chassis from Hayes Ford, Inc. for \$57,877. Seconded by Mr. Charboneau, motion carried.

Mr. Charboneau moved to purchase a new Freightliner M2 106 from Charlebois Freightliner for \$81,425. Seconded by Mr. Wilson, motion carried.

**DRAFT**

**Recreation Rates & Fees for Prouty Beach and Waterfront (attached)**

Jessica Booth updated the council on the purchase of a new Washer and Dryer and the Internet at Prouty Beach. These problems had not been solved during summer as promised. Ms. Booth also updated the council on the weed problem at the City Dock.

Mr. Charboneau moved to keep the seasonal rates at Prouty Beach and The City Dock the same for the coming year. Seconded by Mr. Wilson, motion carried. Wilson, Charboneau, Monette in favor, Ms. Pettersson against.

**Water Meters (summary of Sept. 21, 2020 meeting attached)**

Mr. Charboneau moved that the City of Newport mandate water meters for all users. Further, the motion authorizes water meters to be installed at city expense for all existing residential users. All property that has a current meter will be required to be billed from it effective with the February 1, 2021 billing. Any application for allocation for new residential/commercial/industrial construction will continue to be required to pay for their meter and be billed from it. Seconded by Mr. Wilson, motion carried.

**Citizen Concern**

Joseph Silvestri voiced his concern about a sewer problem and the fact that the sewer main for his line is on the other side of the road. He felt that the city should be responsible for the lines under the road. Mr. Bernier noted the ordinance clearly states that the property owner is responsible for sewer lines from the building to the sewer main.

**Vicious Dog Appeal.**

A formal hearing was held for a vicious dog owned by Leah Norway at 35 Bayview St., Apt.5. Ms. Norway and Chief Bingham each gave sworn testimony.

Mr. Wilson moved to close the hearing. Seconded by Ms. Pettersson, motion carried.

Ms. Pettersson moved to enter executive session to discuss the vicious dog complaint. Seconded by Mr. Wilson, motion carried.

In open session, Ms. Pettersson moved for Leah Norway the owner of the dog Odie to remove the dog from the City of Newport within 24 hours of the close of this meeting. She is to provide proof of licensing of the dog in the town in which the dog resides in within five business days. If the dog returns to the City of Newport it will be immediately impounded until the next scheduled council meeting at which time the council will deliberate to see if euthanasia is the appropriate next step. Seconded by Mr. Charboneau, motion carried.

DRAFT

**New Business**

Ms. Dolgin noted that the City had received a grant for \$20,000 to digitalize land Records.

Polly Dagesse donated a golf cart to the city.

**Old Business**

None

**Next Meeting Date**

October 19, 2020

**Adjournment**

Mr. Charboneau moved to adjourn at 8:34 PM. Seconded by Mr. Wilson, motion carried.

Attested \_\_\_\_\_ This \_\_\_\_\_ Day of October 2020

\_\_\_\_\_ Mayor

# MEMO

**To:** Newport City Council  
Paul Monette, Mayor  
James Johnson, City Clerk/Treasurer; Laura Dolgin, City Manager

**From:** Jessica Booth, Parks & Recreation Director 

**Date:** September 30, 2020

**Re:** Campground & City Dock Update

In response to the valid questions raised by the Council at the August 17 meeting regarding the annual increase in rates and fees, I offer the following updates for the Council's consideration in setting rates for the Waterfront and Prouty Beach:

## PROUTY BEACH

**Washers/Dryers:** Order for two stackable washing machines was processed on 9/21. We expect to take delivery by the end of October. These machines have the same capacity as our old ones, and we have adjusted the drying time to be 0.25 per 5 min (instead of \$2.00 for a 45min cycle), which was requested by the campers. To make room for the new units, we will remove one of the old sets, but leave the other. This means that we will go from 2 sets to 3 sets of washing and drying machines.

**Internet:** We have switched wireless network vendors and will be working with Dan Brisson from MyRecNet out of Addison. Dan manages the wireless network for over 40 campgrounds including Tree Corners Campground in Irasburg. He has credible experience and is familiar with the type of work we need done to improve connectivity for campers. He is scheduled to assess the campground on October 15th.

## NEWPORT CITY DOCK

**Weeds:** Our Newport City Harbormaster has been keeping me apprised of the significant weed problem at the marina since July. Traditionally the City contracts with Solitude Lake Management to hydro-rake the permitted area around the pier and finger docks each year in late July. I've heard mixed reviews about this strategy - some think it's effective and are pleased with the results, while others worry that it contributes to the spread of invasives, perpetuating the problem.

The City has historically received a grant (about \$8,500-\$9,000 annually) for hydro-raking, which is fully funded by an Aquatic Nuisance Control Program through the Vermont Department of Environmental Conservation over the last four years. This May, grant awards were announced and we were notified that we'd be receiving only 25% of the expected grant funds. This was due to a shortage in federal funding and the DEC's questions about the effectiveness of hydro-raking. After consulting with the Mayor and City Manager about the \$6,000 gap in funding, we made the difficult decision to cut the project for this year. We considered the following in making this decision: the timing of the grant award was near to the start of the season while we were addressing the COVID-19 protocols, we were anticipating less traffic at the dock this season due to circumstances beyond our control, we decided we did not have ability to fund this investment fully and did not have capacity (or funds) to research a plan B in time to remedy the problem for boaters this year.

Our Harbormaster, Erik Voegtlin, has been consulting with the State of Vermont and researching alternative options for weed control for next season. While hydro-raking is the most economical option, other more costly

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 *TLB*  
DATE: September 30, 2020  
RE: New Dump Truck Cab and Chassis

Laura,

I have budgeted equipment funds within public works capital budget to allow for the purchase of a new six-wheel dump truck. We had sent out four bid requests and only received two back. The bids we received are as follows:

Clark's Truck Center: International 7400	\$78,277
Charlebois Freightliner: Freightliner M2 106	\$81,425

I have included a memo from Andrew Patenaude our city mechanic explaining all the reasons and problems we have with purchasing the International 7400.

I would like to recommend that the City purchase our new truck from Charlebois Freightliner for the bid price of \$81,425.

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 *TLB*  
 DATE: September 30, 2020  
 RE: New 2020 7,500 GAWR Cab & Chassis

The current budget allows us to replace a 2012 Ford F550 7,500 GAWR truck. I recently sent this cab and chassis bid specifications out to Ford, Chevy, Dodge and GMC dealers. I received one bid back that could meet the specifications. All three other dealers either currently do not make a 550-class truck or decided not to submit a bid. The one bid we received:

<b><u>Hayes Ford, Inc.:</u></b> 2020 F550 4WD, 6.7L Diesel Regular Cab Chassis	\$52,592
7 year or 100,000 Mile Premium Care	<u>\$5,285.00</u>
	<b>\$57,877</b>

I would like to request authorization to purchase a new 2020 Ford F550 from Hayes Ford for the bid price of \$57,877.



## Newport City Municipal Plan Update

For Immediate Release:

October 12, 2020

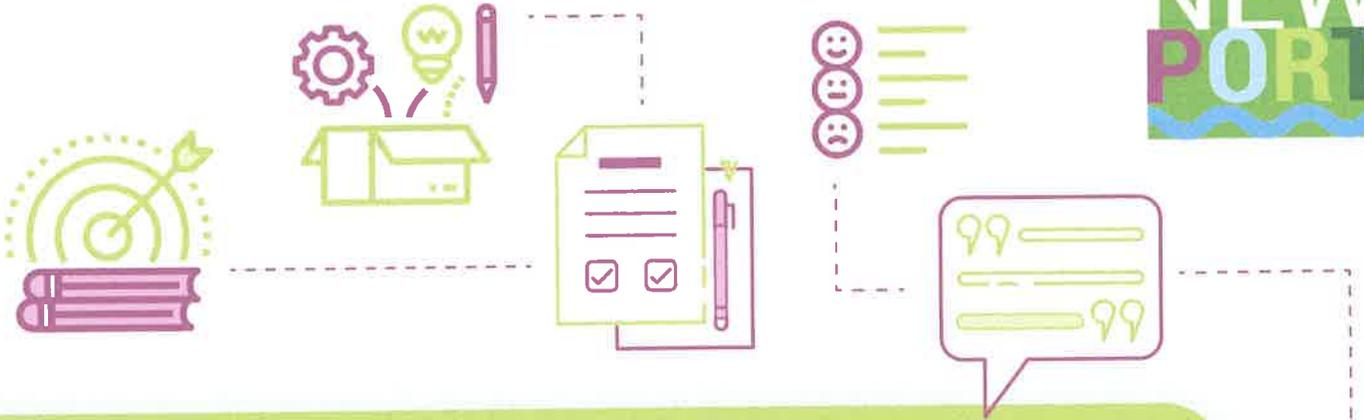
### Public Visioning Survey for City of Newport Municipal Plan Update

The City of Newport is requesting public input on the City's vision for the Comprehensive Municipal Plan. The Planning Commission is embarking on an update to its Comprehensive Municipal Plan, the first major update since the early 2000's. The Municipal Plan establishes the City's core priorities and addresses a wide range of topics including land use, housing, and economic development. The Municipal Plan Update will build on the many past efforts of the City, including planning for the downtown, waterfront, and recreational areas. The community is encouraged to participate and provide guidance throughout the update process.

This survey represents the first of two major public engagement opportunities during the visioning process. This first survey focuses on identifying issues, opportunities, and potential investment priorities. The second engagement event will involve a review of the vision statement drafts.

The survey can be found online at [newportvermont.org](http://newportvermont.org) and in hard copy at Newport City Hall.

Contact:        John Monette  
                     Planning Commission  
                     802 334-5087  
                     [john.monette@newportvermont.org](mailto:john.monette@newportvermont.org)



City of Newport Municipal Plan Update  
**PUBLIC VISIONING SURVEY**

We want to hear your thoughts and ideas about Newport!

SCAN TO TAKE THE SURVEY →





Thank you for taking the time to complete the Newport Municipal Plan Update Visioning Survey. This quick and anonymous survey will ask you a few questions about yourself, what you think could be improved in Newport, and what you would like to see in the future.

## VISIONING SURVEY

### Section 1: About You

#### Q1) Where do you live?

- East side of Newport (east of Railroad Square)
- West side of Newport (west of Railroad Square)
- Newport Center
- Derby
- Coventry
- Other - Write In:

#### Q2) What are your main connections to Newport? Check all that apply.

- I own a home in Newport
- I own a business in Newport
- I rent a house or apartment in Newport
- I work in Newport
- I own land in Newport
- Other - Write In:

#### Q3) What is your age?

- Under 25
- 25-44
- 45-64
- 65+

#### Q4) How long have you lived in Newport?

- Less than 5 years
- 5-10 years
- 10-20 years
- Over 20 years
- Other - Write In:

#### Q5) What is your household size?

- 1-2 people
- 3-4 people
- 5+ people

## VISIONING SURVEY

### Section 2: Vision and Issues

**Q6) What do you want to see in Newport in the future? Check up to five that are most important to you.**

- |  |  |
|--|--|
| <input type="checkbox"/> A mix of housing types and characters                               | <input type="checkbox"/> Easy walking and biking to trails and parks                   |
| <input type="checkbox"/> Higher density of housing than currently exists                     | <input type="checkbox"/> Easy parking opportunities                                    |
| <input type="checkbox"/> Lower density of housing than currently exists                      | <input type="checkbox"/> Expanded or improved recreation areas, parks, and open spaces |
| <input type="checkbox"/> Mixed use commercial development                                    | <input type="checkbox"/> Easy walking and biking for errands                           |
| <input type="checkbox"/> Affordable housing options  | <input type="checkbox"/> Local recreation opportunities                                |
| <input type="checkbox"/> High-end housing  | <input type="checkbox"/> Pleasant streetscapes (lighting, benches, landscaping)        |
| <input type="checkbox"/> More tourist-oriented businesses and increased tourist traffic      | <input type="checkbox"/> Little change - Keep things the way they are                  |
| <input type="checkbox"/> More local-oriented businesses (i.e., hardware store, dry cleaners) | <input type="checkbox"/> Other – Write In:   |
| <input type="checkbox"/> Tight-knit community  |  |
| <input type="checkbox"/> A mix of ages and incomes   |  |
| <input type="checkbox"/> Civic/gathering space   |  |
| <input type="checkbox"/> Sidewalks and bike lanes in residential areas                       |  |

**Q7) What issues do you see in Newport? Check up to five that are most important to you.**

- |  |  |
|--|--|
| <input type="checkbox"/> Traffic volumes or congestion                                   | <input type="checkbox"/> Limited waterfront access                     |
| <input type="checkbox"/> Speeding  | <input type="checkbox"/> Limited tourist traffic                       |
| <input type="checkbox"/> Aging housing stock   | <input type="checkbox"/> Hard to access key services without a vehicle |
| <input type="checkbox"/> Aging transportation infrastructure (roads, bridges, sidewalks) | <input type="checkbox"/> Other - Write In:                             |
| <input type="checkbox"/> Lack of affordable housing                                      |  |
| <input type="checkbox"/> Feeling unsafe when biking or walking                           |  |
| <input type="checkbox"/> Difficult to walk or bike where desired                         |  |
| <input type="checkbox"/> Missing key businesses  |  |
| <input type="checkbox"/> Challenging to find parking                                     |  |
| <input type="checkbox"/> Attracting and retaining employers                              |  |
| <input type="checkbox"/> Limited recreational areas (trails and parks)                   |  |

## VISIONING SURVEY

### Section 3: Economy and Housing

**Q8)** Which of the following businesses do you think are important to improve or add to Newport? **Check the 10 that are most are important to you.**

- |  |  |
|--|--|
| <input type="checkbox"/> Grocery store                       | <input type="checkbox"/> Personal services (hair, massage, etc.)   |
| <input type="checkbox"/> Liquor store                        | <input type="checkbox"/> Clothing stores                           |
| <input type="checkbox"/> Hardware and home improvement store | <input type="checkbox"/> Craft Stores (art, photography, knitting) |
| <input type="checkbox"/> Pharmacy                            | <input type="checkbox"/> Gift Shops                                |
| <input type="checkbox"/> Fine Dining                         | <input type="checkbox"/> Gym                                       |
| <input type="checkbox"/> Casual Dining                       | <input type="checkbox"/> Real estate                               |
| <input type="checkbox"/> Fast food/fast casual               | <input type="checkbox"/> Furniture and household goods             |
| <input type="checkbox"/> Coffee shop                         | <input type="checkbox"/> Automobile                                |
| <input type="checkbox"/> Bar/brewery                         | <input type="checkbox"/> Movie theater/entertainment businesses    |
| <input type="checkbox"/> Sporting Goods/ Ski shops           | <input type="checkbox"/> Other - Write In:                         |
| <input type="checkbox"/> Gas Stations                        |  |
| <input type="checkbox"/> Hotels                              |  |
| <input type="checkbox"/> Medical Services                    |  |
| <input type="checkbox"/> Banks                               |  |
| <input type="checkbox"/> Childcare                           |  |

**Q9)** What would you like to see in Newport's Downtown? **Check up to 5.**

- Grocery store
- Easily available parking
- Gathering spaces
- Outdoor Dining
- Mixed use buildings (commercial and residential)
- Lodging (Hotels, Inns, BnB's)
- Walking and biking paths
- Safer street crossings
- Access to the Lake and recreation
- Other - Write In:

VISIONING SURVEY

**Section 3: Economy and Housing**

**Q10)** What percent of your business needs (i.e. errands, going out to eat) are met in Newport?

\_\_\_\_\_ %

**Q11)** What percent of your business needs (i.e. errands, going out to eat) **would you like** to have met in Newport?

\_\_\_\_\_ %

**Q12)** What types of housing would you like to see more of in Newport? **Check all that apply.**

- Small single-family homes
- Large single-family homes
- Affordable housing developments
- Retirement Community Housing
- Assisted Living Facilities
- Multi-unit apartment complexes (5+ units)
- Multi-family developments (3-10) units
- Accessory Dwelling Units (small dwellings that reside on the same property as a primary residence)
- Other - Write In:

VISIONING SURVEY

**Section 3: Economy and Housing**

**Q13)** For each of the following characteristics, please circle the answer that best indicates how each relates to your current experience in Newport.

	Don't Know	Poor	Fair	Good	Excellent
Selection of goods and services	X	X	X	X	X
Quality of goods and services	X	X	X	X	X
Cost of goods and services	X	X	X	X	X
Employment opportunities	X	X	X	X	X
Quality of housing	X	X	X	X	X
Availability of housing	X	X	X	X	X
Customer Service	X	X	X	X	X
Selection of restaurants	X	X	X	X	X
Quality of restaurants	X	X	X	X	X
Store hours	X	X	X	X	X
Location of parking	X	X	X	X	X
Availability of parking	X	X	X	X	X
Attractiveness of storefronts	X	X	X	X	X
Attractiveness of public spaces	X	X	X	X	X
Crime and safety	X	X	X	X	X
Cleanliness	X	X	X	X	X
Traffic	X	X	X	X	X
Community Events	X	X	X	X	X
Recreation areas	X	X	X	X	X
Walkability/Pedestrian areas, safety, and comfort	X	X	X	X	X
Bikeability/Bike infrastructure, safety, and comfort	X	X	X	X	X
Communication with Local Government	X	X	X	X	X

## VISIONING SURVEY

### Section 4: Social Services

**Q14)** A number of organizations in Newport provide social services to residents such as mental health counseling, housing services, food shelters, and rehabilitation services. Based on your experience, do you feel that your social service needs are being met? Check the box that most corresponds to your experience.

- I have had experience with one or more social service providers in Newport and I feel my needs are being met
- I have had experience with one or more social service providers in Newport and I feel my needs are not being met with adequate support
- I have not had experience with social service providers
- I have not needed support from social services providers
- Other - Write In:

**Q15)** If you would like, please provide more information in the space provided about what could help meet your social service needs and the needs of those around you.

**Q16)** Thank you for taking this survey! If you would like to stay up to date with the project, leave your email here. This email will be used to send out information about future public engagement opportunities and will not be used in connection with survey answers.

e-mail address: \_\_\_\_\_

**You've reached the end of the survey! Please return to the City Clerk's office!**

City Manager..... (802) 334-5136  
City Clerk / Treasurer..... 334-2112  
Public Works..... 334-2124  
Zoning Adm. / Assessor..... 334-6992  
Recreation / Parks..... 334-6345  
Fax..... 334-5632



City of Newport  
222 Main Street  
Newport, Vermont 05855  
[www.newportvermont.org](http://www.newportvermont.org)

October 19, 2020

David Snedeker  
Executive Director  
Northeastern Vermont Development Association  
39 Eastern Avenue  
P.O. Box 630  
St. Johnsbury, VT 05819

**RE: Letter of Commitment for the Northeastern Vermont Development Association's EPA Brownfield Assessment Coalition Grant Application**

Dear David,

This letter confirms Newport City's continued membership in the NVDA Coalition. The City appreciates this opportunity to continue our collaboration with the Coalition and secure additional EPA Brownfield Assessment Grant funding.

Under the 2018 EPA Brownfields Grant awarded the Coalition, the City completed assessment activities at the 20-acre Gardner Memorial Park in support of proposed improvement projects that will enhance recreational amenities and access to greenspace for our community. We are eager to carry forward the momentum of the 2018 EPA Grant and use additional funding in our Designated Opportunity Zones. Specifically, we've identified brownfield sites along our Main Street Downtown Area, Coventry Street and Lakemont Road that are in need of assessment activities to support proposed adaptive reuse and redevelopment projects. Area-wide and site-specific reuse planning activities have been completed for these areas and the City is now seeking funding to conduct the Phase I and II Environmental Site Assessment activities required to move these plans forward. The EPA Grant will fulfill funding gaps for these projects and support critical economic development and affordable senior housing projects in our community.

The City appreciates the opportunity to continue our partnership with NVDA and hope the Coalition is successful in securing additional EPA Grant funds. If you need further information, please contact our City Manager at (802) 334-5136 or [laura.dolgin@newportvermont.org](mailto:laura.dolgin@newportvermont.org).

Sincerely,

Paul L. Monette, Mayor  
City of Newport



Laura Dolgin <laura.dolgin@newportvermont.org>

---

## Thank you!

1 message

---

**Katie Delp** <rescuemevt@gmail.com>

Mon, Oct 12, 2020 at 1:47 PM

To: laura.dolgin@newportvermont.org

Laura,

Thank you so much for your donation to the pups of Rescue Me VT in memory of Jessica Pomerleau-Halnon. We are truly honored to have been the conduit in which Jess and Willard found each other 6 years ago. To say she was the best dog mom would be an incredible understatement, as well as to speak of her kindness, generosity, and huge heart; all of which was so great, that her warmth and loving energy continues on.

The generous amount of donations we have received in Jess's name will go a LONG way in providing many of our future adoptable pups with nutritious food and quality veterinary care until they find their perfect match, like Jess and Willard. We would also like to dedicate a portion of the funds toward creating a permanent remembrance within our organization in Jess's memory. We welcome any thoughts or ideas you may have regarding this project.

We send you our deepest condolences and the biggest virtual hug (and doggy kisses),  
From all the pups and humans of Rescue Me VT