

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, June 21, 2021, beginning at 6:30 p.m.**  
**Newport City Council Room**

**In Order to Participate Remotely:**  
**Phone 1- (978) 990-5000 and enter PIN: 185354#**

City Council: Paul Monette, Mayor  
Melissa Pettersson, Council President  
Kevin Charboneau  
John Wilson  
Chris Vachon

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

1. Call the Regular Council Meeting to Order
2. Approve Minutes of June 7, 2021
3. Comments by Members of the Public
4. Request for Amended Coin Drop Date for the Rec Dept., Vote
5. American Rescue Plan Act (ARPA) Authorization & Responsibilities, VOTE
6. Sweeper Bid, VOTE
7. Update Recreation Director Job Description, VOTE
8. New Business
9. Old Business
10. Executive Session to Discuss a Labor Relations Agreement, 1 VSA 313 (a)(1), VOTE
11. Set next meeting: Regularly Scheduled Council Meeting: July 12, 2021 @ 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.

## Council Minutes

DRAFT

June 7, 2021

A duly warned meeting of the Newport City Council was held in the Newport Municipal Building on Monday, June 7, 2021, at 6:30 PM. Present were Mayor Paul Monette, Council President Melissa Pettersson, Council Members John Wilson, Chris Vachon, City Manager Laura Dolgin, City Clerk/Treasurer James D. Johnson, Rebecca Therrien Program Administrator, Erik Voegtlin Zoning Administrator, Pam Ladds, and Ann Chiarello. Council Member Kevin Charboneau participated by phone.

Mayor Monette called the meeting to order at 6:30 PM. Mayor Monette noted that this is the first in person meeting of the City Council since March 2020.

### Approval of Minutes

Ms. Pettersson moved to approve the minutes of May 17, 2021. Seconded by Mr. Wilson, motion carried unanimously.

### Comments by the Public

None

### New Business

Mayor Monette noted he received a letter from Jill Brewer and Adam Nyborg thanking the council for all they do to make Newport such a wonderful and special place.

Mayor Monette noted that the Rec. Dept. Admin was over budget.

Mr. Wilson brought up the Paving on Central St.

Ms. Dolgin noted the Community Summit on June 16<sup>th</sup> from 6:00 to 7:30 PM.

Ms. Dolgin noted the next Hazardous Waste Day, July 17<sup>th</sup> from 7:00 to 11:30 AM.

Ms. Pettersson moved to approve a Vendor Permit for Green Mountain Farm to School. Seconded by Mr. Vachon, motion carried unanimously.

### Old Business

Mr. Wilson thanked the Police Dept. for their good work on Friday, June 4<sup>th</sup>.

DRAFT

Mr. Wilson thanked the American Legion Post #21 for hosting the Memorial Day Service.

The council discussed Vendor Permits but took no action.

**Next Meeting Date**

June 21, 2021

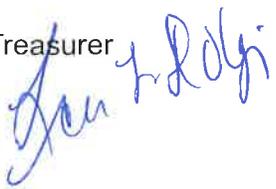
**Adjournment**

Mr. Vachon moved to adjourn at 6:44 PM. Seconded by Mr. Charboneau, motion carried unanimously.

Attested \_\_\_\_\_ this \_\_\_\_\_ day of June 2021.

\_\_\_\_\_  
Mayor

To: City Council  
Cc Jim Johnson, City Clerk/Treasurer  
From: Laura Dolgin, City Manager  
Re: American Rescue Plan Act  
Date: June 18, 2021



The Vermont League of Cities and Towns is the State's authority regarding the distribution of the American Rescue Plan Act (ARPA) funds to municipalities:

<https://www.vlct.org/resources/american-rescue-plan-information>

We have participated in their various training sessions in order to prepare ourselves to access the Local Fiscal Recovery Funds. There are steps required for Newport City to apply for the funds, as well as then be accountable.

The State of Vermont issued an allocation table for all non entitlement units (NEU - local governments typically serving populations of less than 50,000). This allocation represents one portion of the expected funding. These allocations only include the NEU of local government funding coming to Vermont. Every city and town are eligible for their own allocation of NEU funding. According to the Allocation Table, the city is eligible for \$445,656.00 for the local fiscal recovery amount. A portion of this is estimated for 2021 (\$222,828) and a portion of 2022 (\$222,828).

County funding is delayed. There is an additional amount of funding for counties that will also come to Vermont. Our Congressional Delegation and the Governor are working to ensure this funding is distributed to municipalities using the same formula. This may take months to resolve and may involve the legislature. Further action may be needed.

For now, the City Council must appoint an Authorized Representative to use the portal. Communities have 30 days from the time the State requests the funding from the Treasury to enter the portal and certify. Not intending to jump the gun, and not realizing authorization was required nor wanting to miss any important deadlines, we filed the certification on June 10th that indicates the City intends to accept its local share. This step allowed the City to be assigned our NEU Recipient Number, see attached.

In addition to appointing the Authorized Representative, the City Council will need to document decisions relevant to the certification process, including agreeing to comply with:

1. US Dept of the Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions, and
2. Assurances of Compliance with Civil Rights Requirements (Title VI of the Civil Rights Act of 1964)

To summarize, a total of 4 motions are required in order to comply with the application process:

1) (1)The City Council will need to make a motion to accept the funds and (2) authorize someone to act as the Authorized Representative to act on the municipality's behalf. For example, it could be the treasurer, city manager, or programs administrator. When we filed the forms on the portal, we named our Programs Administrator, Rebecca Therrien, as the Authorized Representative, and the City Manager as the Secondary Contact. For consistency, we would ask that your motion reflect this.

2) The City Council will need to make a motion agreeing to

- a) (3) the US Dept of Treasury Coronavirus Local Fiscal Recovery Fund Award Terms and Conditions, attached, and
- b) (4) the Assurances of Compliance with the Civil Rights Requirements (Title VI of the Civil Rights Act of 1964), also attached. *Both Motions require a date and signature on the respective forms.*

This process is evolving. We will work closely with VLCT, as well as with our Regional Planning Commission, NVDA, to ensure we follow guidelines for decision making, administrative protocols and deadlines.

Thank you.