Council Minutes

November 7, 2022

A duly warned meeting of the Newport City Council was held on November 7, 2022 in the council room in the Newport Municipal Building. Present were Mayor Paul Monette, Council President John Wilson, Council Members Kevin Charboneau, Melissa Pettersson, and Chris Vachon. Tom Bernier, Michael Brown, John Harlamert, Francis Cheney, Jennifer Hopkins, Tom Latta, Mike Welch, and Jennifer Smith,Travis Bingham, Polly Dagesse, Mary Pat Goulding and Joe Gresser by phone.

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

Approval of Minutes

Mr. Wilson moved to approve the minutes of October 17, 2022. Seconded by Mr. Charboneau, motion carried unanimously.

Comments by the Public

None

Fred and Ruth Carter Family Bench Donation (attached)

Ms. Pettersson moved to approve the donation of a bench in memory of Fred and Ruth Carter. Seconded by Mr. Wilson, motion carried.

Reservoir Cover Bid Selection (attached)

Mr. Vachon moved to accept the Reservoir Cover bid from RTD Enterprises in the amount of $364,395.00. Seconded by Mr. Wilson, motion carried unanimously.

NVDA Board Appointment

Mr. Wilson moved to table this until the next meeting and inform the Planning Commission of the vacancy. Seconded by Mr. Charboneau, motion carried unanimously.

Audit Reassignment (attached)

Mr. Charboneau moved to approve the Audit Reassignment as presented. Seconded by Mr. Vachon, motion carried unanimously.

Gardner Park Corrective Action Plan

The Council is not in favor of turning the park over to a third party under the Brownfields Reuse & Environmental Liability Limitation Act (BRELLA). Ms. Pettersson moved to direct the City Manager to move forward on financing for the Gardener Park Playground and Splash Pad EPA corrective action plan. Seconded by Mr. Wilson, motion carried unanimously

Assign Public Works Negotiation Team

Ms. Pettersson and Mr. Vachon agreed to serve on the Public Works Negotiation Team

New Business

Mayor Monette thanked the Recreation Dept. for the Halloween Event.

Ms. Pettersson thanked the Police Dept. for traffic control on Sias Ave. Halloween night.

Old Business

Mr. Wilson reminded everyone of the Veterans Day ceremony on Friday at 10:00 AM.

Next Meeting Date

November 21, 2022, at 6:30 PM.

Adjournment

Mr. Charboneau moved to adjourn at 7:19 PM. Seconded by Mr. Vachon, motion carried unanimously.

Attested James Johnson **This** 21st **Day of** November **2022**

_____ **Mayor**

Laura Dolgin <laura.dolgin@newportvermont.org>

Bench

1 message

Linda Parenteau <lnyp1@yahoo.com> Wed, Nov 2, 2022 at 10:45 AM
To: "laura.dolgin@newportvermont.org" <laura.dolgin@newportvermont.org>

Hello Laura, We are interested in donating a bench in memory of our parents Frederick and Ruth Carter. We are looking at having it placed along the river where the farmers market sets up. (From the bandstand to the information booth) I have attached a picture of the bench It will read on the front: (In Loving Memory of Our Parents Frederick and Ruth (Besaw) Carter) On the back side it will read: (You Are The Wind Beneath Our Wings) It will have two carvings A fish and a rose. This will be on the front of the bench.Thank you Laura for your help.

Linda
Cell 802-624-0261
Home 802-334-6809

Bolduc 4' bench Charleston prop(1).jpg
254K

Aldrich + Elliott
WATER RESOURCE ENGINEERS

October 28, 2022

Laura Dolgin
City Manager
City of Newport, Vermont
222 Main Street
Newport, VT 05855

RE: **Recommendation for Contract Award**
City of Newport, Vermont
Water System Improvements – Palin Hill Reservoir Refurbishment, Contract No.1
A+E Project 20024

Dear Laura:

We have compiled and attached the results of the October 13, 2022 bid opening for the above referenced project. The low bidder JH Waters submitted an alternate liner and cover product as part of their bid. This product was reviewed internally and with the Drinking Water Division. It is our opinion that the liner proposed by JH Waters does not fully meet the specification for the project and they do not have sufficient domestic installations of this liner product to provide data to support its use in the United States and more specifically in the northeast region. Based on this it is our opinion that it is in the best interest of the City of Newport to select RTD Enterprises' bid over the JH Waters bid as RTD Enterprises will best fit the need and requirements of this project. In summary, our recommendation is as follows:

- The Water Systems Improvements – Palin Hill Reservoir Refurbishment, Contract No.1 be awarded to RTD Enterprises, of Madison, Maine, in the amount of $364,395.00 to include both the Floating Reservoir Cover and the New Reservoir Liner.
- Job superintendent must be consistent and on the job at all times.
- Retainage in an amount up to a maximum of 10% should be held from each pay requisition by the contractor until such time that the work is determined, by the Owner, to be substantially complete.

Please feel free to contact us if you have any questions or require additional information.

Sincerely,
Aldrich + Elliott, PC

Jason R. Booth, PE
Vice President

City of Newport
Water System Improvement, Palin Hill Reservoir Refurbishment
Contract No.1
Bid Tabulation
October 13, 2022

Aldrich + Elliott
WATER RESOURCE ENGINEERS

ITEM NO.	DESCRIPTION OF ITEM	BID QUANTITY	UNIT	Engineer's Estimate UNIT PRICE	Engineer's Estimate TOTAL COST	JH Waters, Inc. UNIT PRICE	JH Waters, Inc. TOTAL COST	RTD Enterprises UNIT PRICE	RTD Enterprises TOTAL COST
BASE BID									
A - Base Bid									
1	New Floating Reservoir Cover & Appurtenances	1	L.S.	$ 275,000.00	$ 275,000.00	$ 233,223.37	$ 233,223.37	$ 230,900.00	$ 230,900.00
2	Bonds	1	L.S.	$ 5,500.00	$ 5,500.00	$ 10,080.00	$ 10,080.00	$ 4,528.00	$ 4,528.00
	TOTAL BASE BID CONTRACT PRICE				**$ 280,500.00**		**$ 243,303.37**		**$ 235,428.00**
Bid Alternatives									
A1 - New Reservoir Liner									
A- 1	New Reservoir Liner	1	L.S.	$ 130,000.00	$ 130,000.00	$ 92,596.64	$ 92,596.64	$ 128,967.00	$ 128,967.00
	TOTAL BID ALTERNATE CONTRACT PRICE				**$ 130,000.00**		**$ 92,596.64**		**$ 128,967.00**
	TOTAL BASE BID & BID ALTERNATE CONTRACT PRICE				**$ 410,500.00**		**$ 335,900.01**		**$ 364,395.00**

Notes:
The information tabulated above accurately reflects bids received by the City of Newport, Vermont on October 13, 2022

Jason Booth, PE
Vice President
Aldrich + Elliott, PC

Engineers representing the City of Newport, Vermont.

To: City Council
From: Laura Dolgin, City Manager
Date: November 7, 2022

Re: Annual Assignment of Restricted, Committed and Non Assigned Funds for FY 21-22

The end of each audit process requires the City Council to assign unspent governmental funds to specific uses. Some assignments are statutorily required such as Public Works Funds; while others are restricted at the discretion of the funder, and some are committed or assigned by the City Council for capital expenses. 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.

The City has been able to achieve many financial objectives as a result of the Council's sound financial long term planning. Most importantly is the establishment of reserve funds for critical infrastructure and designing a capital budget that is sequenced with the committed funds, thereby allowing affordable incremental increases in the tax rate. This translates into the City's ability to keep pace with our intentional transformation towards an attractive destination to live, work and play.

The Waterfront and Downtown Master Plan is our baseline transformational plan. The items that are contained in the Waterfront and Downtown Master Plan coincide with the bulk of the items that are contained in our Five Year Capital Investment Plan. The important work that has fallen under the now expired RCDI grant has helped to offset costs to the taxpayer by more than a million and half dollars over the past five years. Council has continued the extra capacity of grant writing through the contract with NCIC in order to continue seeking grants to offset costs for major city projects.

The committed and restricted and assigned funds have been beneficial to the city and are generally used to fund projects outlined in the Five Year Capital Investment Plan, or large projects outlined in the operational budget.

		6/30/21 Balances	FY21/2. Funds Added	FY21/22 Funds Used	6/30/22 Balances	
Restricted (Specific Purpose by Funder)						
Records Restoration Reserve		$ 20,628.58	$ 14,676.00	$ 8,208.71	$ 27,095.87	funds added comes from $4.00 per vital record request goes to the city + electronic land records portion goes to the city
NBRC Grant Funds Match		$ 240,800.00	$ -	$ -	$ 240,800.00	Assigned 9 16 2019
Walmart Funds for Economic Development		$ 310,000.00	$ 100,000.00	$ 30,000.00	$ 380,000.00	One more payment expected in 2022
Committed(Specific Purpose by the Council)						
Street Resurfacing	0-92-98.01	$ 190,572.77	$ 225,000.00	$ 201,225.80	$ 154,346.97	
Main Street Maintenance	0-92-98.10	$ 32,022.95	$ 20,000.00	$ 29,427.32	$ 22,595.63	
Public Works Vehicles	0-92-98.03	$ 214,912.85	$ 208,500.00	$ 371,966.95	$ 51,446.90	
Bridge/Culvert/Retaining Wall Repair	0-92-98.12	$ 8,797.30	$ 5,000.00	$ -	$ 13,797.30	
Street Reconstruction	0-92-98.09	$ 110,653.46	$ 35,000.00	$ 43,600.19	$ 102,053.27	
Street Capital Design Projects	0-92-98.81	$ 193,946.28	$ 122,083.00	$ 54.17	$ 315,945.11	
Streetscape & Park Improvements	0-92-98.50	$ 70,000.00	$ -	$ 70,000.00	$ -	Donation & land purchase from FY 2021 (Newport Auto Body)
Street Banners & Lights	0-80-86.83	$ -	$ 5,000.00	$ 5,000.00	$ -	
Municipal Bldg Remodel	0-92-98.44	$ -	$ 10,000.00	$ 10,000.00	$ -	
Tennis Court Sinking Fund	0-90-90.89	$ 2,904.00	$ 1,440.00	$ -	$ 4,344.00	
Recreation Maintenance Vehicles	0-92-98.40	$ 3,090.81	$ 12,500.00	$ 12,481.20	$ 3,109.61	
Gateway/Waterfront Improvments	0-92-98.20 & 0-92-98.21	$ 4,960.00	$ 13,000.00	$ 3,000.00	$ 14,960.00	
Prouty Beach Improvements	0-92-98.65	$ 47,799.06	$ 10,000.00	$ 46,834.24	$ 10,964.82	
Prouty Beach Washers/Dryers		$ -	$ 2,906.25	$ -	$ 2,906.25	Coins from usage set aside to purchase new machines
Gardner Park Improvements	0-92-98.53	$ 21,059.18	$ 10,000.00	$ 8,107.12	$ 22,952.06	
Dock Improvements	0-92-98.52	$ 53,131.79	$ 8,500.00	$ -	$ 61,631.79	
Aquatic Weed Control	0-92-98.78	$ -	$ 26,000.00	$ 6,010.00	$ 19,990.00	
Event Tent/Equipment	0-92-98.79	$ -	$ 2,500.00	$ 700.00	$ 1,800.00	
Fire Station Renovations	0-92-98.84	$ -	$ 5,000.00	$ 5,000.00	$ -	
Fire Vehicle/Equipment	0-92-98.89	$ -	$ 20,000.00	$ 20,000.00	$ -	
Fire Fighter Grant Cash Match		$ 15,000.00	$ -	$ -	$ 15,000.00	
Police Tech Equipment	0-92-98.86	$ 11,548.00	$ 5,000.00	$ 10,341.25	$ 6,206.75	
Bullet Proof Vest Replacement	0-92-98.85	$ 11,664.75	$ 5,000.00	$ 4,475.00	$ 12,189.75	
Dispatch Equipment	0-92-98.87	$ 114,875.58	$ 5,000.00	$ 2,558.00	$ 117,317.58	
Restricted/Committed/Assigned		$1,618,277.36	$ 872,105.25	$ 889,018.95	$1,601,363.66	
Unassigned		$ 246,697.64		$ 139,556.37	$ 107,141.27	
Total Fund Balance		$1,864,975.00	$ 872,105.25	$ 1,028,575.32	$1,708,504.93	
Fund Balance per Audit Draft page 3					**$1,708,504.93**	

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