

Council Minutes

November 17, 2025

A duly warned meeting of the Newport City Council was held on Monday, November 17, 2025 in the council room in the Newport Municipal Building. Present were Mayor Rick Ufford-Chase, Council President Kevin Charboneau, council members John Monette, Andrew Touchette, Carter Finegan, City Clerk/Treasurer James Johnson, Finance/Office Administrator Kari Schulze, Fire chief Kevin LaCoss, PW Director Tom Bernier, Recreation Director Mike Brown, Jeff young, Andrew Carbine, Charlie Pronto, Jeff Johansen, Dave LaForce, Brian Gray, Attorney John Klesch, members of the Press and Public.

Mayor Ufford-Chase called the meeting to order at 6:00 pm

Additions/Deletions

Mr. Touchette moved to add an executive session to item four on the agenda. Seconded by Mr. Monette, motion carried.

Consent Agenda

Approval of November 3, 2025 minutes, approval of 11/7/25 and 11/10/25 AP warrants, approval of 11/10/25 PR warrant, approval of annual request from (North Country Mountaineer's) for snowmobile access to named city properties.

Mr. Charboneau moved to approve the consent agenda excluding the minutes of 11/3/25. Seconded by Ms. Finegan, motion carried.

Proposed Personnel Policy Actions from the Mayor

Ms. Finegan moved to find that premature general public knowledge of the attorney client communications will place the City council at a substantial disadvantage because as open discussion could lead to the release of confidential and privileged attorney client communications. Seconded by Mr. Touchette, motion carried.

Mr. Touchette moved to enter into executive session under 1 V.S.A. sec 313(ja)(1)(F) to discuss confidential attorney client communications for the purpose of rendering legal services to the City and invite legal counsel and the Finance administrator to join. Seconded by Mr. Charboneau, motion carried.

Ms. Finegan moved to come out of executive session. Seconded by Mr. Touchette, motion carried.

No action.

Mr. Touchette moved that non-exempt employees shall be paid time-and-a-half for hours worked during a calendar day beyond their regular scheduled shift. Seconded by Mr. Charboneau, motion carried unanimously.

Executive Session as per 1 V.S.A. sec 313(a)(2) for the purpose of considering a bid for estimating public infrastructure costs associated with eight potential redevelopment parcels in downtown Newport

Mr. Touchette moved to enter executive session and invite Dave LaForce and Brian Gray to join. Seconded by Mr. Monette, motion carried.

Mr. Monette moved to come out of executive session. Seconded by Mr. Charboneau, motion carried.

No action.

Report from Charlie Pronto on the EMS contract.

Mr. Pronto and Mr. Johansen updated the council on Newport Ambulance, Inc., services and presented its annual contract. Mr. Touchette moved to authorize the Mayor to sign the contract with Newport Ambulance, Inc. Seconded by Ms. Finegan, motion carried.

Budget Presentations, Fire Dept. and Recreation Dept.

Recreation Director Mike Brown presented the first draft of the proposed 2026-27 recreation budget. Fire Chief Kevin LaCoss, Jeff Young and Andrew Carbine presented the first draft of proposed Fire Dept. 2026-27 budget.

Discussion Regarding Process for City Manager Search

The council discussed the process for searching for a new City Manager to bring on board starting July 1, 2026. Mr. Touchette moved to authorize the Mayor and Ms. Finegan to communicate with Dominic Cloud from St. Albans to negotiate a contract to search for a City Manager. Seconded by Mr. Monette, motion carried.

First Look at the Charter

Mayor Ufford-Chase and Mr. Monette presented proposed charter revisions as a starting point for creating a new City Charter. The council discussed the revisions and heard comments from the public. Mr. Charboneau moved to continue the discussion at the next meeting. Seconded by Ms. Finegan, motion carried.

Opening Negotiations Regarding PD and Pw Union contracts for the Coming Year

Mr. Monette moved to authorize the mayor and Mr. Touchette to begin the process with union representatives and appropriate staff. Seconded by Mr. Charboneau, motion carried.

Task Force Reports

Mr. Monette reported on Meter installations.

Ms. Finegan reported on the Appropriation and Balanced Budget Policies. Mr. Monette moved to approve the Balanced Budget Policy. Seconded by Mr. Touchette, motion carried. Mr. Monette moved to approve the Appropriations Policy. Seconded by Mr. Touchette, motion carried.

Mr. Charboneau reported on the Warming Shelter project.

Mr. Touchette reported working on dispatch date and looking at software to compile the data.

Public Comment

Ann Chiarello commented on the Charter revisions.

Jennifer Bjurling commented on the personnel Policy and the Charter revisions.

New Business

Ms. Finegan commented on the upcoming North East Select board Meeting.

Old Business

Mayor Ufford-Chase noted the meeting with Tungsten AP meeting on Wednesday and the successful Historical Society kick off meeting at the Library last Saturday.

Next Meeting Date

Mr. Charboneau moved to set the next meeting for December 1, 2025 at 6:00 pm. Seconded by Mr. Monette, motion carried.

Adjournment

Mr. Charboneau moved to adjourn at 9:50 pm. Seconded by Mr. Touchette, motion carried.

Attested James Johnson this 15th Day of December 2025

[Signature] Mayor



Landowner Permission Form

For the Vermont Association of Snow Travelers, Inc.
26 Vast Lane - Barre, VT 05641 • 802.229.0005 • Fax 802.223.4316

Permission is hereby granted to the Vermont Association of Snow Travelers, Incorporated (VAST), to Orleans Name of County
County Snowmobile Club, Incorporated, and to the North Country Mountaineer's
Newport City Name of Local Snowmobile Club to
establish, maintain, and groom a snowmobile trail or trails upon property located at Landing St, Broadview, Railroad Bridge
Physical Street Address of Property with a town/city SPAN # of Cross Watertower rd by Tavern
City Of Newport SPAN #
Vermont belonging to City Of Newport Property Owner's Name. The snowmobile trail(s) shall be established and

maintained in an area acceptable to the landowner. No construction or major maintenance shall occur without the landowner's permission. Permission is further granted to VAST, to the fourteen Vermont county snowmobile clubs, to all affiliated local snowmobile clubs, and to their respective members to use the trail(s).

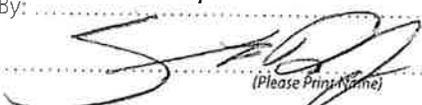
Permission extends for a period starting Dec 15th 2025 Date to April 15th 2025 Date

Permission is subject to the additional terms and conditions listed below, if none, enter "NONE"

Permission to use Broadview Ave , Landing St , RailRoad Bridge & to Cross the Road going to the Watertown next to the Tavern with the following Conditions. Streets must have a posted 10 MPH Speed limit for Snowmobiles. A curfew of 10:PM to 8:AM on Landing St.

Vermont law limits the liability of landowners for personal injury and property damage sustained by a person operating a snowmobile, or riding as a passenger, to claims for damages or injuries intentionally inflicted by the landowner, unless the landowner charges the owner or operator of the snowmobile a fee for the use of the property. VAST agrees to maintain liability insurance with a policy limit of at least \$1,000,000 covering the landowner for any VAST trail related claims as an additional insured. VAST further agrees to defend, or reimburse the landowner for the reasonable costs of defense, in the event that a claim is made or a suit is brought as a result of a snowmobile accident on the landowner's property while using the VAST trails, unless the landowner charges a fee to the snowmobile operator or owner for the use of their property. An "Explanation of Landowner Rights and Protections" is printed on the reverse side of this document. Neither this permission nor any use of the trail(s) established pursuant to this permission shall, under any circumstances, entitle VAST, any county snowmobile club, any local snowmobile club, or any member of any one or more such clubs, to claim any dedication, right of adverse possession, prescriptive easement, or any similar right with respect to any portion of the landowner's property.

Dated this 10th Day day of November Month, 202025 Year

Vermont Association of Snow Travelers, Inc.
By: Steve Dalpe

(Please Print Name)
Its duly authorized agent for the limited purpose of negotiating and entering into landowner permission agreements.
Club Contact Phone Number 802-323-4232
Club Email steve.dalpe@gmail.com

Signature of landowner or landowner's duly authorized agent.
City Of Newport
(Please Print Name)
Mailing Address:
222 Maine Street
Newport, VT 05855
Phone Number _____
Email _____

Explanation Of Landowner Rights and Protections

1. Landowner liability limited. The liability of landowners for personal injury or property damage sustained by snowmobile operators and their passengers is limited by statute. Specifically, 23 V.S.A. §3206 (d) provides as follows:

Landowner liability limited. No public or private landowner or their agents shall be liable for any property damage or personal injury sustained by any person operating or riding as a passenger on a snowmobile, or upon a vehicle or other device drawn by a snowmobile upon the public or private landowner's property, whether or not the public or private landowner has given permission to use the land, unless the public or private landowner charges a cash fee to the operator or owner of the snowmobile for the use of the property, or unless said damage or injury is intentionally inflicted by the landowner.

2. VAST will defend Landowner. In consideration for Landowner's granting VAST permission to locate and maintain one or more snowmobile trails and/or associated facilities upon Landowner's property and to permit snowmobiling thereupon, VAST agrees that if a claim is made or a legal action is brought against the Landowner for personal injury or property damage (or both) arising out of a snowmobiling accident occurring while using the VAST trail(s) located on Landowner's property, VAST will defend Landowner against the claim or legal action unless the claim arises in primary part from damages or injuries intentionally inflicted by Landowner. This obligation to defend and indemnify is null and void if the Landowner charges a fee to snowmobilers for the use of any portion of their property.

3. Trails liability insurance. VAST, the county snowmobile clubs, and all local snowmobile clubs affiliated with a county snowmobile club and VAST, are insured under a policy of insurance with a policy limit of at least One Million Dollars (\$1,000,000) covering, among other things, trail construction and maintenance and grooming operations. A copy of the policy is available upon request from VAST, whose address and telephone number are provided on the reverse side of this document.

4. Permitting. VAST will obtain all necessary permits for the construction and maintenance of the trail. VAST will indemnify and hold the Landowner harmless from any enforcement action that alleges that a required permit was not timely obtained. VAST will provide the Landowner with a copy of all permits obtained for work on their land.

AMBULANCE SERVICES AGREEMENT

This Ambulance Services Agreement ("the agreement") was made as of, January 1, 2026 ("the effective date") between the Newport Ambulance Service, Inc. ("NAS"), a not-for-profit corporation, with a principal office at 830 Union Street, Newport, Vermont, and the City of Newport Vermont ("City") being the parties to this agreement.

WHEREAS, the City wishes to contract with NAS to provide ambulance services to the benefit of the City, and its citizens and visitors, pursuant to the terms of this agreement: and,

WHEREAS, NAS, operates a division of NAS covering the city, out of 830 Union Street, Newport Vermont 05855 whose purpose is to provide ambulance services and NAS desires to provide said services to the Town on a contractual basis. For the purpose of this contract the term division here in after used shall mean the Division of NAS covering the City

NOW THEREFORE, it is mutually agreed by the parties as follows:

1. Nature of Services.

1.1 NAS shall provide 24-hour, seven days per week, 365 days per year emergency ambulance transport from a fully staffed facility for immediate response, to the citizens and visitors of the City and shall allocate its resources so that one ambulance and crew is available for or, if not available, involved in NAS Division emergency transport or emergency mutual aid. NAS shall also provide non-emergency medical transport to City citizens and visitors. It is understood that the demand for ambulance services is unpredictable, and, in addition to resources provided under this agreement, NAS resources as well as other licensed ambulance services may be required from time to time to provide services to the City.

1.2 In the performance of its obligations hereunder, services rendered shall be at the EMT level or higher, as defined by the State of Vermont Department of Health. NAS agrees that the NAS Division shall be conducted in full compliance with any and all applicable laws, rules and regulations adopted or promulgated by any governmental agency or regulatory body, both state and federal. NAS assumes full responsibility for the payment of all contributions, payroll taxes or assessments, state or federal, as to all employees engaged in the operation of the NAS Division, and further agrees to meet all requirements that may be specified under regulations of administrative officials or bodies charged with enforcement of any state or federal laws on this subject.

2. Organization and Oversight.

2.1 Except as relative to the nature of services, equipment, personnel, and the financial arrangement between the NAS Division and the City more particularly set out in this agreement, amendments to the NAS by-laws shall have full force and effect upon the NAS Division without further amendment to this agreement. To the extent the provisions of this agreement vary from the terms of the NAS Bylaws, with regard to nature of services, equipment, personnel, and the financial arrangement between NAS and the City more particularly set out in this agreement, this agreement shall control.

3. Equipment.

3.1 All equipment shall be maintained as required by the State of Vermont Department of Health for the purposes of licensure. NAS shall provide copies of said license to the City when requested.

4. Personnel.

4.1 Ambulances shall be staffed by personnel certified by the State of Vermont Department of Health at the level and in the quantities required by the State to operate ambulances at the EMT or higher level. Copies of certification documentation shall be provided to the City by NAS upon request.

4.2 NAS shall be solely responsible for the management of the service and its personnel, and shall have sole control of the method and means by which they perform their duties.

4.3 Nothing in this agreement shall create an employer-employee relationship between NAS personnel and the City. NAS shall provide Worker's Compensation insurance for its personnel in amounts and coverage as required by the State of Vermont.

5. Insurance and Indemnity.

5.1 NAS shall provide the City with a certificate of insurance naming the City as additional insured for the purposes of any claims that may arise as a result of any action or conduct by NAS or its agents in the operation of the NAS Division pursuant to this agreement.

5.2 NAS shall carry comprehensive general and automobile liability insurance, as required by this paragraph, and shall be written for not less than the limits of liability as follows:

Comprehensive General Liability

Bodily Injury: \$1,000,000.00 Each Occurrence
\$2,000,000.00 Aggregate

Property Damage: \$1,000,000.00 Each Occurrence
\$2,000,000.00 Aggregate

Automobile Liability

Bodily Injury: \$1,000,000.00 combined single limit
Property Damage: \$1,000,000.00 combined single limit

6.1 Financial and Other Records.

6.1 It is the intent of the parties that the NAS Division be operated as a separate financial entity within NAS, with the net income generated by the NAS Division being dedicated to the growth of the NAS Division.

6.2 NAS shall keep accurate financial records for the NAS Division, which shall be made available to the City upon prior, reasonable notice, at any time during normal business hours.

6.3 Failure to keep materially accurate financial records for the NAS Division, or to make them available to the City in the fashion described above, shall be a default of this agreement. The City shall notify NAS in writing if it believes the records are materially inaccurate. NAS shall have 30 days to remedy the default.

6.4 To the extent that records contain protected health information, disclosure of said information shall be governed by the Health Insurance Portability and Accountability Act (HIPAA).

6.5 NAS shall endeavor to secure funds such as grants, subscriptions, training contracts and transport contracts within Vermont Ambulance District 2 using NAS Division resources. Said funds shall be used to sustain growth for the NAS

Division. City may, from time to time request documentation of such efforts.

7. Exclusivity.

7.1 The City shall not contract with another ambulance service provider during the contract period. It is understood that mutual aid services from other licensed ambulance services may be required from time to time.

8. Sub-Contracting.

8.1 NAS shall not sub-contract any of its obligations under this agreement; nor shall the benefits of this agreement to NAS be assignable. This provision shall not prohibit the use of other licensed services for the purposes of mutual aid during times of unusually high demands for services.

9. Funding and Option to Renew.

9.1 NAS is a not for profit corporation. It shall endeavor to operate in a fashion designed to minimize the costs to the City.

9.2 In addition to other sources, NAS shall derive revenues by billing service recipients or their insurers at rates established by NAS.

9.3 For the contract year, January 1, 2026, to December 31, 2026, the City shall pay \$2,584,426.50 which amount will be payable by City in 12 monthly payments (\$199,004.85 for town contract and \$59,437.80 for dispatching fees) NAS will invoice the City of Newport

9.4 If this contract is renewed, the contract amount for each subsequent year shall be at amounts mutually agreed upon by NAS and the City Council.

10. Default.

10.1 If the City shall default in the payment of sums due hereunder, when due, and shall fail to cure such default within 30 days after receipt of written notice, then the City shall be deemed to have breached this agreement and NAS, at its option, may terminate this agreement by written notice to the City. If no cure is made, NAS shall continue to provide services to the City for no less than an additional 30 days, for so long as a pro-rata amount is received for both periods. In lieu of payment for said period, the parties may agree to alternative forms of guarantee payment to NAS for services during the period of service under default.

- 10.2 If either party shall fail to comply with the terms of this agreement, and shall fail to cure such non-compliance within 30 days after receipt of written notice, then that party shall be deemed to have breached this agreement and the other party, at their option, may terminate this agreement by written notice to the defaulting party.
- 10.3 Should NAS terminate this agreement due to breach by the City, NAS shall be entitled to sums due as of the date of breach, pro-rated on a monthly basis.
- 10.4 Should either party be unwilling or unable to further this contract for the same or similar services as described herein, all vehicles, equipment or property for which there is no outstanding indebtedness and that was purchased with NAS Division funds shall be conveyed exclusively to the City for no consideration.
- 10.5 Should either party be unwilling or unable to further this contract for the same or similar services as described herein, the City shall have the option to pay any outstanding indebtedness on any vehicles, equipment or property purchased with NAS Division funds, and said items shall be then conveyed exclusively to the City.
- 10.6 The parties mutually agree that for the purposes of this contract, the building and improvements located on NAS-owned land and commonly known as 830 Union Street, Newport, Vermont shall be deemed to be property acquired with NAS Division funds. Similarly, the ambulances and emergency service equipment currently owned by NAS that is used in providing ambulance services to the NAS Division shall be deemed to be property acquired with NAS division funds.

11. Term.

- 11.1 The term of this agreement shall be from January 1, 2026, to December 31, 2026.

12. Amendment.

- 12.1 This agreement shall not be amended except by written agreement of the parties.

13. Notices.

If to NAS:

Jeffrey J. Johansen
Executive Director
Newport Ambulance Service, Inc.
P.O. Box 911

Newport, VT 05855

If to City:

Mayor
City Of Newport
222 Main Street
Newport, VT 05855

14. General Provisions.

- 14.1 In case any one or more of the provisions of this Agreement shall be held to be invalid, illegal, or unenforceable this Agreement shall not be deemed to be invalid. This Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein and there shall be deemed substituted such other provisions as will most nearly accomplish the intent of the Parties to the extent permitted by applicable law.
- 14.2 Nothing in this agreement is intended to or shall be construed to confer upon or give to any person, firm or other entity, other than the Parties hereto and their respective successors and assigns any rights or remedies by reason of this agreement.
- 14.3 This agreement may not be changed orally, but only by an agreement in writing and signed by the party against whom enforcement of any waiver, change, modification or discharge is sought.
- 14.4 This agreement shall inure to the benefit of, and be binding upon, the respective successors and assigns of the parties.
- 14.5 In the event that any dispute arises under this agreement, or any modification, rider or attachment thereto, such dispute shall be governed by, construed and enforced in accordance with the laws of the State of Vermont.
- 14.6 This agreement, together with any written agreements that shall have been executed simultaneously or attached to it, as the case may be, contains the entire agreement and understanding between the parties. There are no oral understandings, terms, or conditions and neither party has relied upon any representation, express or implied, not contained in this agreement. All prior understandings, terms or conditions are deemed merged in this agreement.
- 14.7 No failure of either party to insist upon compliance with the terms of this

agreement by the other shall constitute a waiver of the parties' right to subsequently demand compliance with the terms hereof.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed and delivered as of the date and year first written.

_____, Date: _____
NEWPORT AMBULANCE SERVICES, INC.

_____, Date: _____
CITY OF NEWPORT, VERMONT

Newport City's Balanced Budget Policy

November 2025

PURPOSE. The council of Newport City believes that sound financial management requires that the annual budget be developed and administered in such a way that annual revenue from property taxes and other sources equals annual expenses. Adoption and administration of balanced budgets will help maintain the stability of the tax rate and reduce the need for borrowing.

BUDGET DEVELOPMENT AND APPROVAL. Each year, the city council will develop and present to the voters an operating budget that balances annual revenues and annual expenditures for all funds. The city council will avoid proposing annual budgets that overestimate revenues, defer maintenance or replacement of essential capital assets, roll over short-term debt, or inadequately fund City obligations. Upon voter approval of the annual budget, and after the grand list has been lodged in the office of the town clerk, the city council will set the tax rate necessary to raise the specific amounts voted, in accordance with 17 V.S.A. § 2664.

BUDGET ADMINISTRATION. The city council administers the budget through its authority to sign orders for payment of city funds. 24 V.S.A. §§ 1576 and 1622. To approve orders, the city council must, by majority of the total number of members of the board, vote to authorize the treasurer to disburse money. The city council may also vote to authorize one or more of its members to examine and approve the payment of certain town expenses. To fulfill this responsibility effectively, the city council must have timely and accurate information about the status of the town's finances. To this end, the city council and treasurer have adopted a financial reporting policy under which the treasurer prepares monthly financial reports for the city council's budget management purposes.

The city council recognizes that unanticipated expenditures and revenue shortfalls, caused after voters approve the budget, may require transfer of money between line items or even deficit spending. The city council will try to administer the municipal budget to provide services in a manner consistent with the voters' expectations considering actual circumstances that arise during the fiscal year, and will manage the budget to avoid, to the extent possible, deficit spending or the need to borrow money to pay current operating expenses.

LINE-ITEM TRANSFERS. During the fiscal year, all transfers between budget line items will require a majority vote of the city council. The vote will identify the line items that are subject to transfer, the reason for the transfer, and the reason funds are available for transfer. At the close of the fiscal year, the treasurer will present a budget closing plan to the city council, making recommendations for transfers between line items, and recommending the application of any budget surplus. Approval of the budget closing plan will require majority approval of the city council. Any annual budget deficit will be addressed in accordance with 24 V.S.A. § 1523(a).

The foregoing Policy is hereby adopted by the city council and treasurer of Newport City, Vermont, on this 17th day of November and is effective as of this date until amended or repealed.

Treasurer

Mayor

City Council members:



Approved

Social Service Agency & Non-Profit Appropriation Policy

City of Newport

PURPOSE: Under Vermont law, a municipality may appropriate such sums of money as it deems necessary for the support of social service programs and agencies that provide services to city residents. 24 V.S.A. § 2691. The purpose of this policy is to establish procedures for managing social service agency appropriations that will be voted upon at the Newport City Annual Meeting.

APPLICABILITY: This policy applies to appropriation requests from social services agencies and programs subject to the provisions of Title 24, Chapter 73 of Vermont Statutes Annotated. Such programs include, but are not limited to, transportation, nutrition, childcare, medical care, and other rehabilitative services for persons with low incomes, senior citizens, children, disabled persons, drug and alcohol abusers, and persons requiring employment to eliminate their need for public assistance.

ELIGIBILITY: To be eligible for a social service appropriation the organization must provide services to Newport City residents.

PROCEDURE:

First-time Social Service agencies / Increased funding appropriations / Previously failed requests

Those social service agencies that have not had an appropriation request approved at the most recent annual town meeting, or that are requesting a larger appropriation than that approved at the most recent annual town meeting, must submit a petition for an article requesting an appropriation in accordance with 17 V.S.A. § 2642. Such petition must be signed by at least five percent of the registered voters of the city and filed with the city clerk by the statutory deadline. The article will be a standalone article on the town meeting warning. The petition should be in substantially the following form:

Petition of Legal Voters of the City of Newport

We, the undersigned legal voters of the City of Newport, hereby petition the City Council to add the following article to the warning for the annual town meeting to be held on Tuesday, March __, 20__

Shall the city appropriate \$ (insert amount of request to (insert name of social service agency), for (insert brief description of the purpose of the proposed appropriation) in accordance with 24 V.S.A. § 2691?

Print Name

Address

Signature

In addition to providing the name of the social service agency and the amount requested for the appropriation, the agency must include a brief description of the purpose of the proposed appropriation to be included in the Annual Report.

No proposed article may contain any opinion or comment about the subject being voted upon. Petitions submitted after the deadline will not be honored. Conforming petitioned articles will be placed on the annual town meeting warning as a standalone article.

Before the Annual Town Meeting, a new agency must make a brief presentation to the City Council explaining how their organization serves the City of Newport, their appropriation request and answer questions.

Previously approved Social Service Agency requests/ decreased funding appropriations

Those social service agencies that have had an appropriation request approved at the most recent annual town meeting are not required to submit a petition if the amount requested is the same or less than the amount approved by the voters in the previous year. In such case, the agency shall complete and submit the City of Newport Social Service Agency Appropriation application on or before December 1st of each year. The application form will be available to organizations seeking an appropriation on or before December 1st of each year. The form will be available on the City's website, at the City Offices, or emailed upon request. If the last day for filing the application falls on a Saturday, Sunday, or legal holiday, then the deadline shall be extended to the next business day. Articles will be placed on the annual town meeting warning as a standalone article. Agencies that do not submit the application before the deadline must submit a petition in accordance with 17 V.S.A. § 2642 and follow the procedures outlined in the first-time social service agency request.

ANNUAL REPORT: All social service agencies requesting appropriations under this policy are required to submit a description of the agency's programs for inclusion in the city's annual report. Descriptions must be limited to 350 words and should describe the program

or services provided to city residents.

Adopted by the City Council of Newport, Vermont, on November 17th, 2025.
It is effective as of this date until amended or repealed.
