



Regular Council Meeting
Monday, January 5 · 6:00pm
Video call link: <https://meet.google.com/cvf-hruv-eww>
Or dial: (US) +1 513-909-4000 PIN: 627 511 108#

Mayor Rick Ufford-Chase, President Kevin Charboneau, Council Members, Carter Finegan, John Monette and Andrew Touchette

1. Call the Meeting to Order
2. Additions/Deletions
3. Consent Agenda
 - a. Approval of Minutes:
 - b. AP Warrants: 12/24/25, 12/31/25
 - c. PR Warrants: 12/22/25
 - d. Liquor Licenses, Vendor Permits, Special Events
4. Environmental review: Gardner Park Sewer Siphon
5. Present copies (during meeting) of draft budget in advance of Special Town Meeting January 10, 2026
6. Warning of County Meeting
7. Task Force Reports
 - a. Water and Sewer
 - b. Financial Reporting and Fiscal Practices
 - c. Housing Insecurity, Public Encampments, Community Safety
 - d. Fire Department Strategic Planning
8. Public Comment
9. New Business
10. Old Business
11. Set the Next meeting of the Council -
 - a. Special Town Meeting for Information January 10, 2026 at 9 am - 1 pm

- b. Special Council Meeting January 13, 2026 at 6 pm (Executive Session with Dominic Cloud)

12. Adjournment

Special Council Meeting

December 22, 2025

A duly warned Special Meeting of the Newport City council was held on Monday, December 22, 2025 in the council room in the Newport Municipal Building. Present were Mayor Rick Ufford-Chase, Council President Kevin Charboneau on Line, Carter Finnegan on line, John Monette, City Clerk/Treasurer James Johnson, Kari Schulze Finance and Office Administrator on line, Attorney Beriah Smith, members of the Press and Public.

Mayor Ufford-Chase called the meeting to order at 6:04 pm.

Additions/Deletions

Mayor Ufford-Chase deleted item number 4

Consent Agenda, Minutes of 12/15/25, AP Warrants of 12/19/25, PR Warrants, Liquor Licenses

Mr. Monette moved to approve the consent agenda. Seconded by Ms. Finegan, motion carried.

Review of finances

Deleted

Resolution re: Invitation from Town of Stanstead, QC Regarding Action to Protect Lac Memphremagog

The council needed more background on the issue. Ms. Finegan will investigate the issue further. Mr. Monette moved to table the item. Seconded by Mr. Charboneau, motion carried.

Executive Session Under 1 V.S.A. 313(a)(1)(F) to discuss Confidential Attorney-Client Communications for the Purpose of Rendering Legal Services to the City Regarding Recommendations on the Charter Revisions

Mr. Monette moved that premature public knowledge of the City's attorney-client communications regarding the Charter revisions would place the council at a disadvantage by disclosing the City's privileged attorney-client communications. Seconded by Mr. Charboneau, motion carried.

Mr. Monette moved to enter into executive session to discuss proposed Charter revision per 1 V.S.A. 313(a) (1) (F) and invite the City Clerk/Treasurer and City Attorney into executive session. Seconded by Ms. Finegan, motion carried.

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

No action.

Charter Revisions and a Decision on Whether to Move Forward with a Public Hearing on January 5, 2026

The council discussed the proposed Charter revisions and took questions and comments and recommendations from the public.

Ms. Finegan directed the Mayor to create a new draft of the proposed charter revisions for the Public Hearing on January 5, 2025. Seconded by Mr. Monette, motion carried.

Public Comment

Jennifer Hopkins commented on the list of city grants

New Business

None

Old Business

None

Next Meeting Date

Mr. Monette moved to set the next meeting for January 5, 2026. Seconded by Ms. Finegan, motion carried.

Adjournment

Mr. Charboneau moved to adjourn at 9:26pm. Seconded by Mr. Monette, motion carried.

Attested _____ This _____ Day of January, 2026

_____ Mayor

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
BUDBOS	AG SUPERMARKETS INC	03-894238	Supplies/Materials	119.88	0.00		--/--/--
BUDBOS	AG SUPERMARKETS INC	06-503016	Supplies/Materials	1200.00	0.00		--/--/--
BUDBOS	AG SUPERMARKETS INC	02-854830	Supplies/Materials	15.74	0.00		--/--/--
FAGA	ALDRICH & ELLIOTT PC	83440	Proj 20024.004 ES Stora	4856.86	0.00		--/--/--
FAGA	ALDRICH & ELLIOTT PC	83487	Proj. 24043.002 GP Siph	3052.48	0.00		--/--/--
ATT MOBIL	AT&T MOBILITY	122725 FD	FD Trk #5 Tablet	41.73	0.00		--/--/--
BERGERON	BERGERON PROTECTIVE CLOTHING	235626	FD Personnel Equipment	1560.00	0.00		--/--/--
BERGERON	BERGERON PROTECTIVE CLOTHING	249164	FD Personnel Equipment	1837.46	0.00		--/--/--
CASELLA	CASELLA WASTE MGT INC	3223531	Sludge Disposal	1681.58	0.00		--/--/--
CASELLA	CASELLA WASTE MGT INC	3221405	Sludge Disposal	3454.62	0.00		--/--/--
CASELLA	CASELLA WASTE MGT INC	3218452	Disposal	60.60	0.00		--/--/--
CASELLA	CASELLA WASTE MGT INC	3218525	Disposal	121.21	0.00		--/--/--
CASELLA	CASELLA WASTE MGT INC	3220511	Disposal	358.75	0.00		--/--/--
CASELLA	CASELLA WASTE MGT INC	113025	Disposal	165.00	0.00		--/--/--
COMCAST	COMCAST	010626 PD	PD Internet	165.81	0.00		--/--/--
COMCAST	COMCAST	010726 MB	MB Fax/Elevator Lines	219.56	0.00		--/--/--
COMCAST	COMCAST	010426 PB	PB Internet	198.52	0.00		--/--/--
COMCAST	COMCAST	010426 GP	GP Internet	113.57	0.00		--/--/--
COMCAST	COMCAST	NER-3349955	Line Repair	403.17	0.00		--/--/--
COMCAST B	COMCAST BUSINESS	258772747	Phone Services	1576.17	0.00		--/--/--
MARCCO	COREY MARCOUX	121925	Cert Reimbursement	80.00	0.00		--/--/--
CS WEAPON	CS WEAPONRY LLC	246810	Parts/Repairs	1465.40	0.00		--/--/--
ELECTRICL	ELECTRIC LIGHT CO., INC.	11791	Causeway Traffic Signals	638539.43	0.00		--/--/--
GRN MTN E	GREEN MOUNTAIN ELECTRIC SUPPLY	S5603977.001	Supplies/Materials	261.09	0.00		--/--/--
GRN MTN E	GREEN MOUNTAIN ELECTRIC SUPPLY	S5605017.001	Supplies/Materials	44.09	0.00		--/--/--
GRN MTN E	GREEN MOUNTAIN ELECTRIC SUPPLY	S5603977.002	Supplies/Materials	130.54	0.00		--/--/--
GRN MTN E	GREEN MOUNTAIN ELECTRIC SUPPLY	S5605578.001	Supplies/Materials	277.73	0.00		--/--/--
HAYES	HAYES FORD INC	21141	PD Auto Repairs	543.63	0.00		--/--/--
HORIZONS	HORIZONS ENGINEERING, INC	38121	Proj 240743 Storm Water	200.00	0.00		--/--/--
MARSJA	JARED MARSH	121925	Mileage Reimbursement	96.03	0.00		--/--/--
LAWSON	LAWSON PRODUCTS INC	9313043090	Supplies/Materials	108.35	0.00		--/--/--
LAWSON	LAWSON PRODUCTS INC	9313043089	Supplies/Materials	594.77	0.00		--/--/--
LEBLANCS	LEBLANCS PEST CONTROL	31490	Pest Control	100.00	0.00		--/--/--
BROWMI	MICHAEL BROWN	121825	Reimb. Pomerleau Party	303.86	0.00		--/--/--
MES	MUNICIPAL EMERGENCY SERVICES I	IN2378225	Supplies/Materials	416.48	0.00		--/--/--
MES	MUNICIPAL EMERGENCY SERVICES I	IN2189678	Supplies/Materials	300.00	0.00		--/--/--
MES	MUNICIPAL EMERGENCY SERVICES I	IN2363980	Supplies/Materials	1604.20	0.00		--/--/--
MES	MUNICIPAL EMERGENCY SERVICES I	IN2380941	Supplies/Materials	563.99	0.00		--/--/--
MES	MUNICIPAL EMERGENCY SERVICES I	IN2374657	Supplies/Materials	1542.08	0.00		--/--/--
MES	MUNICIPAL EMERGENCY SERVICES I	IN2384207	Supplies/Materials	159.21	0.00		--/--/--
NEFEA	NEW ENGLAND FIRE EQUIPMENT	37537	Extinguisher/SCBA Mount	804.13	0.00		--/--/--
KEITNI	NICHOLAS KEITHAN	122125	Training Reimbursement	1757.94	0.00		--/--/--
PASSEK PD	PASSUMPSIC SAVINGS BANK	112625	Loan Doc Analysis	750.00	0.00		--/--/--
PETESTIRE	PETE'S TIRE BARNS, INC.	034389	PW Loader Tires	5082.00	0.00		--/--/--
PIKE	PIKE INDUSTRIES INC	1357820	Cold Patch	1871.87	0.00		--/--/--
PPM	PROPERTY PROTECTION MONITORING	185265	Signal Monitoring	240.00	0.00		--/--/--
REYNOLDS	REYNOLDS & SON INC	3459920	Supplies/Materials	93.81	0.00		--/--/--
STICKS	STICKS & STUFF DERBY	163472	Supplies/Materials	12.68	0.00		--/--/--
PIC SHO	THE PICK & SHOVEL INC	349294	Supplies/Materials	663.88	0.00		--/--/--
PIC SHO	THE PICK & SHOVEL INC	349221	Supplies/Materials	38.22	0.00		--/--/--

City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(GENERAL FUND) From 12/24/25 To 12/24/25

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
PIC SHOV	THE PICK & SHOVEL INC	348891	Supplies/Materials	15.19	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	348872	Supplies/Materials	39.88	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	348839	Supplies/Materials	28.49	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	348699	Supplies/Materials	15.28	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	348669	Supplies/Materials	17.09	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	348663	Supplies/Materials	6.64	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	348531	Supplies/Materials	24.39	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	346821	Supplies/Materials	37.94	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	346758	Supplies/Materials	18.52	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	348039	Supplies/Materials	147.00	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	347831	Supplies/Materials	40.32	0.00		--/--/--
PIC SHOV	THE PICK & SHOVEL INC	349422	Supplies/Materials	143.40	0.00		--/--/--
SHERWIN W	THE SHERWIN WILLIAMS CO	9987-4	Supplies/Materials	110.90	0.00		--/--/--
VHB	VANASSE HANGEN BRUSTLIN INC.	0489275	Proj R059360.000 TIF	4367.99	0.00		--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	102996	Council Water Supplies	24.24	0.00		--/--/--
VTSPRINGS	VERMONT SPRINGS LLC	103026	Garage Water Supplies	31.23	0.00		--/--/--
VIKING CI	VIKING-CIVES USA	4547675	Supplies/Materials	85.42	0.00		--/--/--
VLCTUNEMP	VLCT EMPLOYMENT RESOURCE & BEN	REN041312-Q1	Qrtly Unemployment	3698.00	0.00		--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	011626	Electric Services	10516.51	0.00		--/--/--
W B MASON	W.B. MASON CO., INC.	258607479	Office Supplies	45.77	0.00		--/--/--
WELLS FAR	WELLS FARGO FINANCIAL LEASING	5036957672	C/T Copier Contract	97.48	0.00		--/--/--
Report Total			699,359.80	0.00	0.00		

CITY COUNCIL

To the Treasurer of City of Newport, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ ***699,359.80
Let this be your order for the payments of these amounts.

12/31/25
07:59 am

City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01(GENERAL FUND) From 12/31/25 To 12/31/25

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Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
AVENU	AVENU INSIGHTS AND ANALYTICS L INVB-067712	records management	510.00	0.00			--/--
CASELLA	CASELLA WASTE MGT INC	3218450 Disposal	169.70	0.00			--/--
CASELLA	CASELLA WASTE MGT INC	3218449 Disposal	60.61	0.00			--/--
CASELLA	CASELLA WASTE MGT INC	3218455 Disposal	181.82	0.00			--/--
CASELLA	CASELLA WASTE MGT INC	3218454 Disposal	60.61	0.00			--/--
CNB DERBY	COMMUNITY NATIONAL BANK	12192025 loan#7750	1644.50	0.00			--/--
NEMRC	NEW ENGLAND MUNICIPAL RESOURCE	58334 tax forms	237.55	0.00			--/--
PASSBK PD	PASSUMPSIC SAVINGS BANK	12182025 loan #3422	3783.01	0.00			--/--
WELLCARE	WELLCARE	12082025 Wellcare Value Script	196.80	0.00			--/--
Report Total			6,844.60	0.00	0.00		

CITY COUNCIL

To the Treasurer of City of Newport, We Hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ *****6,844.60
Let this be your order for the payments of these amounts.

12/22/25
02:30 pm

City of Newport Payroll
Check Warrant Report #
Check date 12/24/25 to 12/24/25

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
BENND0	BENNETT, DONNA J.	23484	12/24/25	654.68	0.00
BERNTH	BERNIER, THOMAS L.	E2090348	12/24/25	0.00	2371.60
BINGTR	BINGHAM, TRAVIS R.	E2090325	12/24/25	0.00	2397.12
BORSSA	BORSARI, SAMUEL J.	23478	12/24/25	2445.79	0.00
BOUCBE	BOUCHER, BENJAMIN G.	E2090349	12/24/25	0.00	1668.23
BRASAR	BRASSARD, ARNOLD J.	E2090371	12/24/25	0.00	375.45
BROWMI	BROWN, MICHAEL E.	E2090362	12/24/25	0.00	1793.30
BRUNAE	BRUNELL, AERO M.	23485	12/24/25	156.22	0.00
BRYASC	BRYANT, SCOTT A.	E2090338	12/24/25	0.00	1355.38
BURDRO	BURDICK, ROBERT A., JR	E2090350	12/24/25	0.00	1722.19
CAMBTU	CAMBER, TUCKER J.	E2090351	12/24/25	0.00	1491.61
CARRER	CARRIER, ERIC A.	E2090359	12/24/25	0.00	2129.78
CHENFR	CHENEY, FRANCIS E., III	E2090324	12/24/25	0.00	1897.12
CHURRO	CHURCHILL, ROBYN D. H.	E2090321	12/24/25	0.00	1429.70
CLONVA	CLONEY, VAUGHN M., III	E2090367	12/24/25	0.00	161.73
COLLDA	COLLINS, DANIEL F.	23480	12/24/25	1777.85	0.00
DILLTR	DILLON, TRAVIS J.	E2090352	12/24/25	0.00	2014.07
FINNPA	FINN, PATRICK W.	E2090363	12/24/25	0.00	1487.30
FLYNKU	FLYNN, KURK O.	E2090339	12/24/25	0.00	2006.13
GAGELA	GAGE, LARRY L., JR	E2090353	12/24/25	0.00	1808.06
GONYAN	GONYAW, ANDREW T.	E2090326	12/24/25	0.00	2611.91
GOSSRO	GOSELIN, ROBERT J.	E2090369	12/24/25	0.00	1350.88
GOSSROG	GOSELIN, ROGER M.	E2090344	12/24/25	0.00	416.62
GRENLE	GRENIER, LEO C., III	23481	12/24/25	1859.85	0.00
GUYEDA	GUYER, DAVIS M.	E2090327	12/24/25	0.00	1675.79
HARTER	HARTMAN, ERIC P.	E2090354	12/24/25	0.00	1429.03
HERMJA	HERMAN, JASON M.	E2090360	12/24/25	0.00	1861.75
HORNDU	HORNE, DUSTIN J.	E2090343	12/24/25	0.00	875.24
JACOTA	JACOBS, TANNER D.	E2090328	12/24/25	0.00	1760.35
JOHNJA	JOHNSON, JAMES D.	E2090322	12/24/25	0.00	1852.96
KEITNI	KEITHAN, NICHOLAS N.	E2090329	12/24/25	0.00	1697.99
LACOKE	LACOSS, KEVIN W.	E2090346	12/24/25	0.00	532.78
LANCRJ	LANCASTER, ROYCE J., JR	E2090355	12/24/25	0.00	1519.76
LANCRO	LANCASTER, ROYCE E., SR	E2090330	12/24/25	0.00	2249.97
LECLJJ	LECLAIR, JAMES A., JR	E2090331	12/24/25	0.00	1773.20
LEFESA	LEFEBVRE, SAMANTHA I.	23483	12/24/25	165.13	0.00
LEINEM	LEINOFF, EMILY R. L.	E2090340	12/24/25	0.00	1892.60
LILLJO	LILLIS, JOSHUA S.	E2090332	12/24/25	0.00	2438.86
MARCCO	MARCOUX, COREY J.	E2090356	12/24/25	0.00	630.95
MARSJA	MARSH, JARED A.	E2090361	12/24/25	0.00	1794.21
MATTCH	MATTHEWS, CHRISTOPHER B.	E2090358	12/24/25	0.00	247.02
MCKEDO	MCKENNY, DOUGLAS G., JR	23482	12/24/25	1582.70	0.00
MILLER	MILLER, ERIC R.	E2090341	12/24/25	0.00	2231.23
MORIJO	MORIN, JONATHAN L.	E2090333	12/24/25	0.00	2019.08
MOULCH	MOULTON, CHARLES D.	E2090334	12/24/25	0.00	2716.97
PATEAN	PATENAUDE, ANDREW M.	E2090357	12/24/25	0.00	1913.40
PHILEM	PHILLABAUM, EMILY G.	23479	12/24/25	935.49	0.00
RIVENI	RIVERS, NICHOLAS R.	E2090335	12/24/25	0.00	3307.88
RONDJO	RONDEAU QUARMBY, JOSEE	E2090365	12/24/25	0.00	745.46
ROSSNY	ROSSI, NYLA T. E.	E2090368	12/24/25	0.00	69.26

12/22/25
02:30 pm

City of Newport Payroll
Check Warrant Report #
Check date 12/24/25 to 12/24/25

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
ROSSTE	ROSSI, TELS A E.	E2090366	12/24/25	0.00	78.50
ROWEJO	ROWE, JONATHAN M.	23487	12/24/25	355.02	0.00
SCHUKA	SCHULZE, KARI G.	E2090320	12/24/25	0.00	1492.19
SMITCO	SMITH, CODY M.	E2090336	12/24/25	0.00	1697.41
SMITGR	SMITH, GREGORY P.	23486	12/24/25	1253.96	0.00
STAPMA	STAPLES, MARY E.	E2090364	12/24/25	0.00	138.52
STORRI	STORY, RICHARD P.	E2090370	12/24/25	0.00	111.51
SYKECO	SYKES, COLIN S.	E2090337	12/24/25	0.00	1862.19
THERST	THERRIEN, STACEY L.	E2090323	12/24/25	0.00	1176.48
WALTKR	WALTERS, KRISTEN L.	E2090345	12/24/25	0.00	305.55
WELLMO	WELLS, MONICA R.	E2090342	12/24/25	0.00	1392.08
YOUNJE	YOUNG, JEFFREY R.	E2090347	12/24/25	0.00	1695.31
				11186.69	77673.66

To the Treasurer of City of Newport Vermont:

We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$ **88,860.35

Let this be your order for the payments of these amounts.

City Council:

NOTICE

WARNING OF COUNTY MEETING

In compliance with H.134 which was enacted by the 1998 session of the Vermont Legislature, a meeting of the voters and select persons is hereby called for the purpose of presenting the proposed budget of the County of the ensuing year.

All Citizens interested in these matters may meet remotely via Zoom or in person at 247 Main Street, Newport, VT. on Tuesday January 20th, 2026 at 8:00am to discuss the following articles on said budget. Please contact the Orleans County Clerk, Jill Lillis at jubileemountain@live.com no later than January 19th at noon to request a remote invitation. Please provide your full name and town in which you reside.

Personnel	\$133,550.00
Professional Services	\$0.00
Building & Grounds	\$50,350.00
Training & Education	\$0.00
Dues & Memberships	\$3,000.00
Supplies	\$3,000.00
Equipment	\$500.00
Insurance	\$14,000.00
Operations	\$1,200.00
Capital Reserve Fund	\$50,000.00
Miscellaneous	\$500.00
<hr/>	
Total County Expenditures	\$256,100.00
Sheriff Department	\$375,249.00
<hr/>	
Grand Total County Budget	\$631,349.00

DATED AT NEWPORT, VERMONT, THIS 12th DAY OF DECEMBER, 2025.

Curt Hardy
Assistant Judge
Orleans County

Sean Selby
Assistant Judge
Orleans County