

## **Council Minutes**

**February 2, 2026**

A duly warned meeting of the Newport City Council was held on Monday, February 2, 2026 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, and Carter Finegan, James Johnson City Clerk/Treasurer, Finance and Office Administrator Kari. Schulze, Thomas Bernier Public Works Director, Aaron Larsen Principle NCES, Zoning Administrator Frank Cheney, Dominic Cloud, Dan Mallach from Dubois & King, Doug Martin with NVDA, Nate Pion, Rick Isabelle

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

### **Additions/Deletions**

None

### **Consent Agenda, Minutes 1/26/26, AP Warrants 1/28/26**

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

### **Newport Elementary School Budget Presentation from Aaron Larsen**

Aaron Larsen, Principle NCES gave a presentation on the status of the school and its proposed FY 26-27 budget

### **Derby Path Connection Feasibility Study Presentation from Dubois & King (report available in the Clerk's office)**

Dan Mallach from Dubois & King gave a power point presentation on the Derby Path Connection Feasibility Study. Funded by NVDA

### **Public Hearing, Finding of no Significant Impact: Gardner Park Siphon & Sewer upgrade (report available in the Clerk's office)**

Mr. Monette moved to enter a Public Hearing for Finding of no Significant Impact: Gardner Park Siphon and sewer Upgrade. Seconded by Mr. Touchette, motion carried.

Nate Pion gave a power point presentation on the Gardner Park Siphon and sewer upgrade.

No comments.

Mr. Charboneau moved to close the Public Hearing. Seconded by Mr. Monette, motion carried.

### **Tax Stabilization for Bogner Building**

Rick Isabelle with NEKDC requested a tax stabilization agreement for the Bogner Building located at 172 Bogner Dr. in Newport City. Tax Stabilization was originally requested in 2022 but the agreement was never signed. Mr. Cheney presented documents in support of approving the request a second time.

Mr. Touchette moved to approve a five-year tax stabilization of Newport City Parcel #12044 located at 172 Bogner Dr. Newport, VT. To commence with the 2026 tax year. The approval is contingent on timely development and execution of a Tax Stabilization Agreement consistent with municipal policy between the property owner and the City of Newport prior to 4/1/2026. Seconded by Mr. Charboneau, motion carried.

### **Municipal Resolution to Request Tier 1B Status for ACT 250 Jurisdiction**

Mr. Cheney requested Tier 1B status for the purpose of ACT 250 jurisdiction.

Mr. Monette moved to approve the Tier 1B Municipal Resolution and authorize the City manager and Council President to sign on behalf of the council. Seconded by Mr. Touchette, motion carried.

### **Council review and Approval of RFP for Audit**

The council reviewed the RFP for Audit. Mr. Touchette moved to approve and circulate the RFP for Audit. Seconded by Mr. Monette, motion carried.

### **Coin Drop/Parade Approval (lists attached)**

Mr. Charboneau moved to approve (6) coin drop dates as presented. Seconded by Mr. Monette, motion carried.

Mr. Monette moved to approve (3) parade dates as presented. Seconded by Ms. Finegan, motion carried.

### **Consideration of Applicants for City Manager Search Committee**

Mr. Monette moved to find that premature general public knowledge of sensitive matters regarding council deliberations would compromise the city and its ability to carry out an effective search.

Seconded by Mr. Touchette, motion carried.

Mr. Charboneau moved to enter executive session to discuss the appointment or evaluation of candidates for the City Manager Search Committee as per 1 V.S.A. sec. 313(a)(3) and invite Dominic Cloud into executive session. Seconded by Mr. Monette, motion carried.

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

No action.

Mr. Monette moved to appoint Andrew Touchette, Carter Finegan, Thomas Bernier, Travis Bingham, Cathy Valley, and Lizzie Alexander to the search committee. Seconded by Mr. Charboneau, motion carried.

### **Task Force Reports**

Water/Sewer, Inserts will be going out with the next billing

Financial Reporting and Fiscal Practices, Vermont Bond Bank approval

Housing Insecurity, Mayor noted the Warming shelter opened on Saturday and will be open Sunday and Monday

Fire Dept., meeting on 2/ 19/26 at Built by Newport.

### **Public Comment**

Ms. Chiarello commented on the budget and the Charter process.

### **New Business**

NDD, public meeting on Housing with Kevin Chu Monday, 11<sup>th</sup> at NCUHS Auditorium

City received final Gardner Park payment of \$100,000

### **Old Business**

Lawsuit by Jen Bjurling has been dropped.

**Next Meeting Date**

Mr. Charboneau moved to set the next meeting for February, 23, 2026. Seconded by Mr. Touchette, motion carried.

**Adjournment**

Mr. Charboneau moved to adjourn at 8:35 pm. Seconded by Mr. Touchette, motion carried.

Attested James D. Johnson This 23<sup>rd</sup> Day of February 2026

[Signature] Mayor

# MEMO

**To:** Newport City Council  
**From:** Michael Brown, Director of Recreation  
**Date:** Jan 26, 2026  
**Re:** 2026 Coin Drop Requests

The city approves up to 7 coin drops per year/ one per month from May thru November. A coin drop is reserved for the Fire Department and the Recreation Department. Four of the 5 remaining are reserved for Veterans organizations. (See Coin Drop Policy)

## Requested Coin Drops:

-May: 5/23 VFW Post 798  
-June: 6/13 Recreation Department  
-July: 7/11 Fire Department  
-August: 8/15 American Legion Post 21  
-September: Recreation Committee  
-October: VFW Post 798 Auxilliary  
-November:

MEB

# MEMO

To: Newport City Council  
From: Michael Brown, Director of Recreation  
Date: Jan 26, 2026  
Re: 2026 Parade Permits Requests & Policy

Four parade requests for 2026 have been received. The municipal budget supports and funds up to \$1000 for 4 seasonal requests. Any other approved parades above the 4 must be funded by the requester. Deviations from the parade route outside the standard course or who require additional support will be responsible for paying all expenses incurred after the \$1000 allowance. Parades hosted by City departments are given priority, followed by preference for parades that are scheduled by season (ideally one parade for each season). This does not include organized walks or processions that use the bike path or do not interrupt the flow of traffic beyond the cross walk areas. Requests are to be submitted between January 1 and January 31 of the year in which the parade is requested to be held.

Parades are defined as a well advertised, organized and coordinated procession of parade participants such as floats, animals, people, marching bands, performers, etc., and must have a registration process that accounts for the number of participants which is provided to the city 3 days prior to the event so that appropriate safety measures can be planned.

## Requested Permits:

- Memorial Day Parade to Gardner Park: 5/25/26  
City of Newport submitted on January 5, 2026
- Light up the Night Parade: 12/5/26  
City of Newport submitted on January 5, 2026
- NEK Pride Celebration Parade: 6/21/26  
NEK Rainbow Coalition submitted on

*REC 1/26/26*

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



City of Newport  
 222 Main Street  
 Newport, Vermont 05855  
 www.newportvermont.org

## City Of Newport

### MUNICIPAL RESOLUTION

Municipality: City of Newport, 222 Main St., Newport VT 05855

- Whereas In accordance with Vermont Statute, 10 V.S.A. Section 6033 a municipality may request Tier 1B status for the purposes of Act 250 jurisdiction.
- Whereas The municipality has a duly adopted and approved plan and a planning process that is confirmed in accordance with 24 V.S.A. § 4350.
- Whereas The municipality has adopted permanent zoning and subdivision bylaws in accordance with 24 V.S.A. §§ 4414, 4418, and 4442.
- Whereas The area excludes identified flood hazard and fluvial erosion areas, except those areas containing preexisting development in areas suitable for infill development.
- Whereas The municipality has water supply, wastewater infrastructure, or soils that can accommodate a community system for compact housing development in the area proposed for Tier 1B.
- Whereas The municipality has municipal staff, municipal officials, or contracted capacity adequate to support development review and zoning administration in the Tier 1B area in accordance with 6033(c)(6) and as evidenced by ALL of the following:
- appointed or contracted zoning administrator (may be permanent or acting)
  - yearly budget to support administration of development regulations, including enforcement or appeals as needed
  - municipal staff and volunteers can attend trainings as requested
  - ZA and the DRB (or ZBA and PC) regularly process applications within the required timelines
  - Technical assistance is available for projects that exceed normal capacity or knowledge by one or more of the following:
    - RPC
    - V/ECT
    - Town Attorney
    - Other

Now, therefore be it resolved that:

The municipality hereby requests to have its Downtown Center, Village Center, Planned Growth and Village Area's mapped for Tier 1B status.

Adopted at a duly noticed public meeting held on February 2, 2026

Attest:

Signature \_\_\_\_\_

Name: Rick Ufford Chase

Title: Mayor/CEO

Signature: \_\_\_\_\_

Name: Kevin Charboneau

Title: City Council President

January 28, 2026

Memorandum

From: Richard Isabelle, Vice-President, NEKDC

To: Rick Ufford-Chase

Re: NEKDC Request for Municipal Tax Stabilization

Dear Mr. Ufford-Chase,

The Northeast Kingdom Development Corporation (NEKDC), a 501c3 non-profit development corporation, is requesting to utilize the City of Newport's adopted industrial and Commercial Tax Stabilization Policy. As the new owner of 172 Bogner Dr, a 25-acre parcel with a vacant 43,875 sq ft former manufacturing facility, NEKDC has rehabilitated the long-vacant building for an expanding business in the area. Due to the previous condition and required investment of the property, NEKDC is requesting municipal tax stabilization.

NEKDC has invested over \$2,000,000 in renovations for the project. The renovations are now completed, the facility is now leased to Track Inc. It is anticipated that there will be 20 or more new jobs expected by year 5. The project improved the aesthetics of the 25-acre parcel and remedied the long-neglected building.

The project does not negatively impact municipal infrastructure of public safety. The project does meet all current local zoning requirements and will be applying for the appropriate local and state permits. NEKDC is in good standing with the City of Newport and State of Vermont with respect to taxes.

Included with the memorandum is a worksheet that follows the scoring criteria of the City's adopted policy. Also included is the project budget that identifies Sources and Uses and project expenses. Thank you very much for your consideration.

Sincerely,



Richard Isabelle  
Vice- President, NEKDC