



Regular Council Meeting
Monday, March 16 · 6:00 – 8:00pm
Video call link: <https://meet.google.com/mzd-dqmb-fzt>
Or dial: (US) +1 662-639-4245 PIN: 344 161 720#

Mayor Rick Ufford-Chase, President Carter Finegan, Council Members; Sharon Pare, John Monette and Andrew Touchette

1. Call the Meeting to Order
2. Additions/Deletions
3. Consent Agenda
 - a. Approval of Minutes: 3/9/26
 - b. AP Warrants:
 - c. PR Warrants:
 - d. Liquor Licenses, Vendor Permits, Special Events
 - i. Green Mountain Foods Inc.
4. Public Comment on items not on the agenda
5. Executive Session as per 1 V.S.A. § 313(a)(2) for the purpose of receiving an update from City Staff, Newport Downtown Development and White and Burke regarding sensitive real estate negotiations and related efforts to secure appropriate funding for potential real estate transactions.
6. Executive Session as per 1 V.S.A. § 313(a)(3) - For the purpose of carrying out a six-month evaluation of Kari Schulze
7. NDD Survey Results Presentation
8. Review Truck Bids
9. Task Force Reports
 - a. Water and Sewer
 - b. Financial Reporting and Fiscal Practices
 - c. City Manager Search Committee
 - d. Fire Department Strategic Planning

ADA Accessibility Statement: City Council Meetings are open to all who wish to attend, including those who need special accommodations. There is a sign and intercom at street level in front of the building that you can push to let Police Dispatch know that you need access to the wheelchair ramp.

10. New Business
11. Old Business
12. Set the Next meeting of the Council - Regular Meeting April 6th at 6 pm
13. Adjournment

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Special Council Meeting Minutes

March 9, 2026

A duly warned meeting of the Newport City Council was held on Monday, March 9, 2026 in the council room in the Newport Municipal Building. Present were Mayor Rick Ufford-Chase, Council members Sharon Pare, John Monette, Andrew Touchette, Carter Finegan, City Clerk/Treasurer James Johnson, Financial and Office Administrator Kari Schulze, City Attorney David Rugh, Chip Stearns from NEMRC, members of the Press and Public.

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

The Mayor noted that public comment has been moved nearer to the beginning of the agenda, and persons wishing to speak should come to the microphone.

Additions/Deletions

None

Consent Agenda, Minutes of 3/2/26, 3/3/26, AP Warrant 3/6/26

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

Public Comment on Items not listed on the Agenda

Ann Chiarello commented on cash funds and city obligations.

Elect New Council President

Mr. Touchette moved to elect Carter Finegan, Council President. Seconded by Mr. Monette, motion carried.

All other appointment will be made in April.

Approval of Bond Bank Resolution and Authorization to Sign Documents

City Attorney Dave Rugh reviewed the Vermont Bond Bank East Side Water Project Loan Documents for the \$2,603,000 with the council.

Mr. Touchette moved to approve the Resolution and Certificate for the \$2,603,000 East Side Water Project bond issuance and to authorize the Mayor Rick Ufford-Chase and Clerk/Treasurer James Johnson, to sign any documents necessary or advisable for that purpose. Seconded by Mr. Monette, motion carried.

Ms. Finegan moved to authorize Mayor Rick Ufford-Chase and Clerk/Treasurer James Johnson, to sign documents on the City's behalf that are necessary or advisable to complete the Vermont bond Bank loan for the \$2,603,000 East Side Water Project and to submit forms to requisition loan funds as needed. Seconded by Mr. Monette, motion carried.

Discussion Regarding Attorney Advice on Crime Insurance Coverage

The council discussed with Attorney Rugh crime insurance thru VLCT and individual bonding. Attorney Rugh stated that the VLCT crime insurance policy is more than sufficient and that the city did not have to purchase individual insurance.

Ms. Finegan moved not to purchase individual bonds and to move forward with the VLCT Crime Policy for elected and appointed city employees who handle funds. Seconded by Mr. Monette, motion carried.

Discussion Regarding New Credit Card

The council discussed the new credit card status with Bank of America.

Review of Finances with Chip Stearns

Chip Stearns from NEMRC reviewed with the council, the General Ledger Due/to Due /from Report, General Ledger Balance Sheet, and Budget Status Report.

Task Force Reports

Water/Sewer, Mr. Monette reported they are looking at Revenue and Expenses, updating the water ordinance, water meters, and connection fee language.

Financial Reporting and Fiscal Practices, Ms. Finegan reported the RFP for the audit is nearly ready and they are looking at next year's budget process and priority based budgeting.

Fire Department Strategic Planning, Mr. Touchette, no report.

Replace Housing Insecurity with the City Manager search committee starting next council meeting.

New Business

Ms. Finegan, Gardner Park Grant is nearing completion.

Old Business

Mr. Johnson, noted the school is looking at April 14th for the budget re-vote.

Mayor Ufford-Chase stated they have decided to let the Charter set for now.

Set Next Meeting Date

Ms. Finegan moved to set the next meeting for March 16, 2026. Seconded by Mr. Monette, motion carried.

Adjournment

Mr. Monette moved to adjourn at 8:20 pm. Seconded by Ms. Finegan, motion carried.

Attested _____ this _____ day of March 2026

_____ Mayor



Home (/DLLLicenseManagement/s/)

Application DLL - Application - 71910	Approve	Reject	Applicant Action Required	Town Payment Received	Download
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APPLICATION DETAILS

RELATED INFORMATION

Application Information

DLL - Application Id

DLL - Application - 71910

External Status

Application sent to municipality

Business Entity Name

Green Mountain Foods Inc

Town Clerk/ Municipal Jurisdiction

Newport City

Applicant Email

[admin@greenmountainfoods.com \(mailto:admin@greenmountainfoods.com\)](mailto:admin@greenmountainfoods.com)

Application Type

License

Business Entity Phone

8023345002

Application Category

First Class

Renewal Application



Application For

First Class Restaurant/Bar License

Foundational License

[LP-034538 \(/DLLLicenseManagement/s/dll-licensemaster/a5ABz0000000IVrEAM/Ip034538\)](#)

Historical Id

1RST

Town Fee

115

Holding Tobacco Licence

Application Fee

115.00

Not Holding Tobacco License

License/Permit Location Description

Applicant Action Comments

Expected start date of Half Year License

Town User Approval/Rejection Comments

Designated Caterers Details

Quantity of Alcohol required

Days Since Last Modified

-1

what purpose this alcohol is used to be



Home (/DLLLicenseManagement/s/)

Application DLL - Application - 71907	Approve	Reject	Applicant Action Required	Town Payment Received	Download
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APPLICATION DETAILS **RELATED INFORMATION**

Application Information

DLL - Application Id
 DLL - Application - 71907

External Status
 Application sent to municipality

Business Entity Name
 Green Mountain Foods Inc

Town Clerk/ Municipal Jurisdiction
 Newport City

Applicant Email
[admin@greenmountainfoods.com \(mailto:admin@greenmountainfoods.com\)](mailto:admin@greenmountainfoods.com)

Application Type !
 License

Business Entity Phone
 8023345002

Application Category
 Second Class

Renewal Application

Application For
 Second Class License

Foundational License
[LP-034539 \(/DLLLicenseManagement/s/dll-licensemaster/a5A8z0000001W1EAM/lp034539\)](#)

Historical Id
 SECN

Town Fee
 70

Holding Tobacco License

Application Fee
 70.00

Not Holding Tobacco License

License/Permit Location Description

Applicant Action Comments

Expected start date of Half Year License

Town User Approval/Rejection Comments

Designated Caterers Details

Quantity of Alcohol required

Days Since Last Modified
 -1

what purpose this alcohol is used to be

City Manager (802) 334-5136
334-3891
City Clerk/Treasurer 334-2112
334-3892
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

3/13/2026

Dear, Rick Ufford-Chase/Mayor/City Council

I am writing to request authorization to accept the bid from Charlebois Inc. for 2026 Freightliner M2 106 Plus in the amount of \$123,759.

While we currently have the budget to replace our 2015 Freightliner M2-106, I recommend instead removing our 2017 International 7400 from the fleet. Although the International is newer, it has required \$58,660 in repairs—primarily due to electrical and emissions issues—compared to \$30,532.27 for the 2015 Freightliner. Furthermore, Freightliner software allows for third-party maintenance, whereas International vehicles require dealership service. Replacing this unit would also standardize our fleet, as 2017 International is currently our only non-Freightliner dump truck.

We received two bids that meet city specifications:

- Charlebois Inc.: 2026 Freightliner M2 106 Plus (\$123,759)
- Allegiance Trucks: 2027 International HV507 (\$113,950)

Despite the \$9,809 price difference, the long-term maintenance data supports the Freightliner as the more cost-effective option. I have attached the repair spreadsheets for both the 2015 Freightliner and the 2017 International for your review.

Thank you for your consideration.

Thomas L. Bernier
Public Works Director

2017 International 7400

04/13/16 PW 10/12/16	2017 International 7400	3HAWDSTR7HL650054	\$71,704 New Cab & Chassis \$38,615 \$110,319	Body, Plow & Sander	#16	Clarks Truck Center H.P. Fairfield	
11/10/16 PW	2017 International 7400	3HAWDSTR7HL650054		4 New Winter Tires	#16	Vianor	\$1,792
11/10/16 PW	2017 International 7400	3HAWDSTR7HL650054		Driver Seat Rest Arm Right & Left	#16	Clarks Truck Center	\$197.60
12/07/17 PW	2017 International 7400	3HAWDSTR7HL650054		Charlynn Pump	#16	SouthBay	\$407.00
07/24/18 PW	2017 International 7400	3HAWDSTR7HL650054		Air Cylinder	#16	SouthBay	\$160.34
01/07/19 PW	2017 International 7400	3HAWDSTR7HL650054		Injector Kit & Hardware	#16	Clarks Truck Center	\$350.70
10/19/19 PW	2017 International 7400	3HAWDSTR7HL650054		Mirror	#16	Clarks Truck Center	\$717.62
10/21/19 PW	2017 International 7400	3HAWDSTR7HL650054		Complete Rear Spring Ass.	#16	Pepins	\$674.12
10/03/19 PW	2017 International 7400	3HAWDSTR7HL650054		Replace Complete Spring Assmbly	#16	Pepins	\$237.54
10/31/19 PW	2017 International 7400	3HAWDSTR7HL650054		Sensor, AMM	#16	Clarks Truck Center	\$587.97
12/26/19 PW	2017 International 7400	3HAWDSTR7HL650054		Sensor, 7G	#16	Clarks Truck Center	\$221.81
12/30/19 PW	2017 International 7400	3HAWDSTR7HL650054		Core Deposit Pump, Doser	#16	Clarks Truck Center	\$1,095.02
12/26/19 PW	2017 International 7400	3HAWDSTR7HL650054		Dignosotic, ACM Failed/Programming	#16	Clarks Truck Center	\$566.05
02/21/20 PW	2017 International 7400	3HAWDSTR7HL650054		Air Brake Chamber	#16	SouthBay	\$189.21
03/02/20 PW	2017 International 7400	3HAWDSTR7HL650054		Sensor, NIT & Core Deposit	#16	Clarks Truck Center	\$563.21
03/12/20 PW	2017 International 7400	3HAWDSTR7HL650054		G.E.M Cont	#16	Clarks Truck Center	\$341.45
03/30/20 PW	2017 International 7400	3HAWDSTR7HL650054		Bolt, M8-1	#16	Clarks Truck Center	\$114.14
10/29/20 PW	2017 International 7400	3HAWDSTR7HL650054		6 New Tires, Mount and Balance	#16	Derby Tire	\$1,265.75
01/06/21 PW	2017 International 7400	3HAWDSTR7HL650054		Tensioner T	#16	Clarks Truck Center	\$508.57
01/25/21 PW	2017 International 7400	3HAWDSTR7HL650054		Support, Cable Assy, Nuts	#16	Clarks Truck Center	\$218.54
02/03/21 PW	2017 International 7400	3HAWDSTR7HL650054		Injector, D Gaskets, Clamps	#16	Clarks Truck Center	\$532.77
12/06/21 PW	2017 International 7400	3HAWDSTR7HL650054		Complete IH Rear Leaf Spring	#16	Pepins	\$1,238.24
09/08/22 PW	2017 International 7400	3HAWDSTR7HL650054		Ex. Manifold, Engine Cooler	#16	Allegiance	\$1,238.24
09/08/22 PW	2017 International 7400	3HAWDSTR7HL650054		Cooler Kit, Manifold labor	#16	Allegiance	\$12,222.53
10/10/23 PW	2017 International 7400	3HAWDSTR7HL650054		Step Fuel Tank Support	#16	Allegiance	\$1,085.37
09/08/22 PW	2017 International 7400	3HAWDSTR7HL650054		Pipe Turbo Welded Asy.	#16	Allegiance	\$1,299.51
09/08/22 PW	2017 International 7400	3HAWDSTR7HL650054		Controlled Renewed Electronic Pod	#16	Allegiance	\$1,492.79
09/08/22 PW	2017 International 7400	3HAWDSTR7HL650054		Swith Power Morror	#16	Allegiance	\$146.25
10/10/23 PW	2017 International 7400	3HAWDSTR7HL650054		Complete Exhaust System	#16	Allegiance	\$16,270.15
08/13/24 PW	2017 International 7400	3HAWDSTR7HL650054		Engine Repair, Aftertreatment	#16	Allegiance	\$4,714.55
10/04/24 PW	2017 International 7400	3HAWDSTR7HL650054		Air Brakes, Chambers 2	#16	SouthBay	\$693.40
12/09/24 PW	2017 International 7400	3HAWDSTR7HL650054		Injector Doser, Pump Doser	#16	Allegiance	\$2,064.13
12/27/24 PW	2017 International 7400	3HAWDSTR7HL650054		Diagnostic 4-Hours	#16	Allegiance	\$861.90
01/17/25 PW	2017 International 7400	3HAWDSTR7HL650054		Transmission Repair Diagnostic	#16	Allegiance	\$255.00
01/17/25 PW	2017 International 7400	3HAWDSTR7HL650054		TCM - TCM Core	#16	Allegiance	\$1,309.43
02/03/25 PW	2017 International 7400	3HAWDSTR7HL650054		Engine Repair, Electrical Issue	#16	Allegiance	\$3,027.50

Current Mileage 53,888

\$58,660

2015 Freightliner M2-106

03/21/14 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Charlebois Inc.	#10			
11/24/14			\$38,132	Viking Cives Inc.	#10			
			\$113,985					
10/22/14 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	4 11/R22.5 Oliver Blizzard Deep	#10	Summer Tire	\$1,685.80	
01/06/17 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	4 11/R22.5 Oliver Blizzard Deep	#10	Summer Tire	\$1,685.80	
02/22/17 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Cushion Black Cordura	#10	Charlebois	\$153.88	
03/21/17 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Leaking Radiator Hoses, Labor	#10	Charlebois	\$2,226.52	
03/10/17 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Both rear Spring Replacement	#10	Pepins	\$2,014.70	
07/13/18 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	2 11R22.5 Double Coin RR150 LRH	#10	Vianor	\$820.00	
01/25/19 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Complete Front Springs & Hardware	#10	Pepins	\$597.35	
08/27/19 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Emmissions, Code, wiring Issues	#10	Charlebois	\$5,112.80	
12/16/19 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	1 Overload Spring, U Bolt	#10	Pepins	\$222.32	
12/16/19 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Complete Front Springs, 1 Rear Spring	#10	HP Fairfield	\$496.24	
02/10/20 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Sensor Nitrogen Oxid KR24	#10	Charlebois	\$733.66	
10/20/20 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	SS 1200 Plus Repl-Kit	#10	SouthBay	\$695.00	
11/05/20 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Radiator & Fittings	#10	Charlebois	\$1,251.94	
11/05/20 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Air Dyer Kit & Valve	#10	SouthBay	\$711.98	
03/08/21 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	DFR Pump, PTO TMW Hyd	#10	Viking	\$1,987.33	
12/13/21 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Battery	#10	Oreilly	\$291.54	
01/13/22 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Reman Valve Core Deposit	#10	SouthBay	\$485.14	
01/04/22 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Pump Metaris 60cc Piston Trans	#10	Viking	\$1,875.52	
02/15/22 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	SR-7Valve Spring Brake & Fittings	#10	SouthBay	\$374.21	
02/15/22 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	AD IP Dryer Cart & Core	#10	SouthBay	\$730.04	
02/23/22 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Reman Valve & Core	#10	SouthBay	\$483.16	
03/14/22 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	SR-7Valve Spring Brake & Fittings	#10	SouthBay	\$347.56	
08/30/22 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Fuel Tank Assembly Band	#10	Charlebois	\$242.54	
02/06/23 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Oil Res 35 Gal Frame, Control Cable	#10	Charlebois	\$1,051.02	
08/29/23 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Replace Steering Box	#10	Pepins	\$2,226.00	
10/03/23 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Oil Pan	#10	Charlebois	\$794.22	
02/12/25 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	8 Front Leaf Springs	#10	Pepins	\$1,236.00	
							\$30,532.27	

Current Mileage 72,589