



Regular Council Meeting
Monday, April 6 · 6:00 – 8:00pm
Video call link: <https://meet.google.com/kpg-ufqh-xkv>
Or dial: (US) +1 478-308-5542 PIN: 244 256 582#

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: 3/16/26
 - b. AP Warrants: 3/20/26, 3/23/26, 3/24/26, 3/27/26, 3/27/26, 4/3/26
 - c. PR Warrants: 3/17/26
 - d. Liquor Licenses, Vendor Permits, Special Events
 - i. DLL: Echodale Farm LLC
4. Public Comment on items not included on the agenda
5. Annual Appointments - see attached worksheet
6. Executive Session as per 1 V.S.A. § 313(a)(A): Review proposed contract agreement with Northeast Police Benevolence Association
7. Possible action to approve contract agreement with Northeast Police Benevolence Association
8. Reviewing Stanstead's Resolution 25-11-116
9. Discussion Regarding Gardner Park Sewer Siphon Project
10. State Annual Financial Plan for Town Highways
11. Requesting Approval of using SP&F to conduct the city's tax sale
 - a. Motion to approve SP&F Attorneys, P.C. to conduct the City's tax sale process commenced in 2026.
12. Consideration of Complaint of Violation of Charter with Regard to Bonding Particular Public Officials

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.

13. Consideration of Complaint Regarding Potential Conflicts of Interest for Council Members
14. Task Force Reports
 - a. Water and Sewer
 - b. Financial Reporting and Fiscal Practices
 - i. Review audit recommendation, possible action to approve.
 - c. City Manager Search Committee
 - d. Fire Department Strategic Planning
15. New Business
16. Old Business
17. Set the Next meeting of the Council - Special Meeting April 9, 2026 at 5 pm
18. Adjournment

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Council Minutes

March 16, 2026



A duly warned meeting of the Newport city council was held on Monday, March 16, 2026 in the council room in the Newport Municipal Building. Present were Mayor Rick Ufford-Chase, Council President Carter Finegan, Council Members John Monette, Sharon Pare', Andrew Touchette, City Clerk/Treasurer James Johnson, Financial and Office Administrator Kari Schulze, PW Director Tom Bernier, Zoning Administrator Francis Cheney, Dave LaForce, Emily Smart, Brian Pine, members of the Press and Public.

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

Additions/Deletions

None

Consent Agenda, Minutes of 3/9/2026, Liquor Licenses

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

Public Comment on Items not on the Agenda

Pam Ladds stated this would be her last meeting filming for NEK-TV. She felt the council had sent a message by moving her to the back of the room without letting her know.

Executive Session per 1 V.S.A. sec. 313(a)(3) regarding Real Estate Negotiations

Ms. Carter moved to enter executive Session as per 1 V.S.A. sec 313(a) (3) for the purpose of receiving as 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 and invite Brain Pine, Dave LaForce, Kari Schulze and Frank Cheney into executive session. Seconded by Mr. Monette, motion carried.

Ms. Finegan moved to come out of executive session. Seconded by Ms. Pare', motion carried.

No action.

Executive Session per 1 V.S.A. sec 313(a) (3) for Six Month Evaluation of Kari Schulze

Mr. Touchette moved to enter executive session per 1 V.S.A/ sec 313(a) (3) for the purpose of carrying out a six month evaluation of Kari Schulze and invite Kari 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. Touchette moved that after a glowing review that the council approve her salary increase as proposed. Seconded by Mr. Monette, motion carried.

NDD Survey Results Presentation

Dave LaForce and Emily Smart reviewed that results of the survey with the council and public.

Review Truck Bids (attached)

Public Works Director Tom Bernier reviewed Truck Bids with the council. Mr. Touchette moved to approve the recommended purchase of the 2026 Freightliner from Charlebois Inc. for \$123,759. Seconded by Mr. Monette, motion carried.

Task Force Reports

Water and Sewer, no report.

Financial Reporting and Fiscal Practices, no report.

City Manager Search Committee, meeting with Dominic Cloud by the end of the month.

Fire Department Strategic Planning, no report

New Business

Ms. Finegan is reaching Water Quality regarding leachate.

Old Business

New Credit Cards will arrive tomorrow.

Two bids have been received for the annual audit.

Next Meeting Date

Mr. Finegan moved to set the next meeting for April 6, 2026. Seconded by Mr. Monette, motion carried.

Adjournment

Mr. Touchette moved to adjourn at 8:23 pm. Seconded by Ms. Pare', motion carried.

Attested _____ this _____ Day of April 2026

_____ Mayor

City Manager (802) 334-5136
334-3891
City Clerk/Treasurer 354-2112
334-3892
Public Works 334-2124
334-6992
Zoning Adm./Assessor ... 334-6345
334-5632
Recreation/Parks
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

Date	Vehicle	Part #	Part Description	Quantity	Supplier	Price
04/13/16 PW	2017 International 7400	3HAWDSTR7HL650054	New Cab & Chassis	#16	Clarks Truck Center	
10/12/16			Body, Plow & Sander		H.P. Fairfield	
						\$71,704
						<u>\$38,615</u>
						\$110,319
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 Assmby	#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 Morrор	#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
						\$58,660

Current Mileage 53,888

2015 Freightliner M2-106

03/21/14 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	Charlebois Inc.	#10		
11/24/14			<u>\$38,132</u>	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	Sumner Tire	\$1,685.80
01/06/17 P.W.	2015 Freightliner M2-106	1FVACYCY1FHFZ6622	\$75,853	4 11/R22.5 Oliver Blizzard Deep	#10	Sumner 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

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
AID ELL	AIDRICH AND ELLIOTT PC	Proj 24043.002 GP Siphon	2031.05	0.00			
AID ELL	AIDRICH AND ELLIOTT PC	Proj 20024.004 ES Stozag	1260.00	0.00			
AID ELL	AIDRICH AND ELLIOTT PC	Proj 22018.001 WWMP	1330.00	0.00			
ALLEN ENG	ALLEN ENGINEERING AND CHEMICA	112--507004-0 Chemicals	2594.00	0.00			
CALLICO	CALLICO	Shipping Fedex Priority	29.68	0.00			
CASELLA	CASELLA WASTE MGT INC	20YD TEMP MTH USAGE-REG	165.00	0.00			
CASELLA	CASELLA WASTE MGT INC	WEEKLY TRASH	129.76	0.00			
CASELLA	CASELLA WASTE MGT INC	WEEKLY TRASH	64.88	0.00			
CASELLA	CASELLA WASTE MGT INC	8YD FL EOW TRASH	181.67	0.00			
CASELLA	CASELLA WASTE MGT INC	WEEKLY OCC	64.90	0.00			
CASELLA	CASELLA WASTE MGT INC	4YD FL EOW TRASH	64.88	0.00			
CASELLA	CASELLA WASTE MGT INC	96GI SL WEEKLY MSM	183.63	0.00			
CASELLA	CASELLA WASTE MGT INC	EOW TRASH	129.76	0.00			
CASELLA	CASELLA WASTE MGT INC	CMP MTH USAGE RE	358.75	0.00			
CASELLA	CASELLA WASTE MGT INC	USAGE SLDDG	155.95	0.00			
CONS COMM	CONSOLIDATED COMMUNICATIONS	Mar12,2026 CTEK TREASURER	156.76	0.00			
ENDYNE	ENDYNE INC	Newport Weekly Discharge	75.00	0.00			
ENDYNE	ENDYNE INC	Newport Weekly Discharge	25.00	0.00			
ENDYNE	ENDYNE INC	Total Collf. Package P/A	100.00	0.00			
ENDYNE	ENDYNE INC	WSID 5202 NO3	20.00	0.00			
GATES	GATE'S ELECTRIC INC	Crossing sign.	286.00	0.00			
GATES	GATE'S ELECTRIC INC	Wire light	7344.86	0.00			
GRAINGER	GRAINGER	SLOW CLOSING SOLENOID VA	385.13	0.00			
GRAINGER	GRAINGER	STRAINERSCREEN,0.0625IMP	25.94	0.00			
GRN MTN E	GREEN MOUNTAIN ELECTRIC SUPPLY	S5735960.001 MAIN STREET TRAFFIC LIGHT	6.20	0.00			
HOAGIES	HOAGIES PIZZA & PASTA	Voting Day	109.69	0.00			
HOAGIES	HOAGIES PIZZA & PASTA	election lunch	122.71	0.00			
LAWSON	LAWSON PRODUCTS INC	9313253172 parts	151.99	0.00			
MEMPRESS	THE MEMBRMAGOG PRESS INC.	2025 ANNUAL REPORTS, 112	4942.10	0.00			
MVP ADMIN	MVP SELECT CARE INC.	CINVO17847 HRA	115.50	0.00			
NEARC	NEW ENGLAND MUNICIPAL RESOURCE	59072 Professional Services	168.00	0.00			
NEWPT RENT	NEWPORT RENTAL CENTER INC	1-584321 Billjak 5533A Towable Lift	250.00	0.00			
PASSBK PD	PASSUMPTIC SAVINGS BANK	03/06/2026 Loan: 7062003451	27628.11	0.00			
PASSBK PD	PASSUMPTIC SAVINGS BANK	03/06/2026-3 Loan : 7060003466	27431.84	0.00			
PIC SHOW	THE PICK & SHOVEL INC	1/2X58" ROLL TIEF STRIP	15.08	0.00			
PIC SHOW	THE PICK & SHOVEL INC	GAP FILR FM SEALANT	26.57	0.00			
PIC SHOW	THE PICK & SHOVEL INC	GAP FILR FM SEALANT	71.19	0.00			
PIC SHOW	THE PICK & SHOVEL INC	VTNYL NUMBER	2.26	0.00			
PIC SHOW	THE PICK & SHOVEL INC	CARPET GLIDE	94.46	0.00			
PIC SHOW	THE PICK & SHOVEL INC	1-1/8"X6' SILVR EDGING	14.25	0.00			
PIC SHOW	THE PICK & SHOVEL INC	3/8DR 4WV HEX BIT SOCKET	21.44	0.00			
PIC SHOW	THE PICK & SHOVEL INC	PANTS	12.80	0.00			
PIC SHOW	THE PICK & SHOVEL INC	2X36 SILV AUTO DOOR SWEEP	223.78	0.00			
PIC SHOW	THE PICK & SHOVEL INC	1-1/2" KNOCKOUT SEAL	3.02	0.00			
PIC SHOW	THE PICK & SHOVEL INC	1-1/4" KNOCKOUT SEAL	1.33	0.00			
PIC SHOW	THE PICK & SHOVEL INC	36" ALUM ECON DOOR SWEEP	48.83	0.00			
PIC SHOW	THE PICK & SHOVEL INC	BOOTS	166.24	0.00			
PIC SHOW	THE PICK & SHOVEL INC	XL CLASSIC RAINSUIT, bat	98.29	0.00			

Unpaid Invoices For Check Acct 01 (GENERAL FUND) From 03/20/2026 To 03/20/2026

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
PIC SHOW	THE PICK & SHOVEL INC	357384 YELLOW/ ORNG SPRAY PAINT	18.98	0.00			
PIC SHOW	THE PICK & SHOVEL INC	357636 NAILS / SCREWS/ NUTS/BOIL	3.78	0.00			
PIC SHOW	THE PICK & SHOVEL INC	E64058 36" ALUM ECON DOOR SWEEP	110.96	0.00			
PITNEY	PITNEY BOWES (POSTAGE)	March15, 2026 Postage	2110.96	0.00			
RUIGRA	PAMELA M RUIGH	031726 Property Tax Refund	1574.51	0.00			
SOUTHBAY	SOUTH BAY SUPPLY	804592 BRAKESAS	208.67	0.00			
SOUTHBAY	SOUTH BAY SUPPLY	804632 EZ LOBE CAP ()	13.90	0.00			
SOUTHBAY	SOUTH BAY SUPPLY	805108 ABSORBENT	30.98	0.00			
SOUTHBAY	SOUTH BAY SUPPLY	805199 14 PC PUNCH CHISEL	171.99	0.00			
SOUTHBAY	SOUTH BAY SUPPLY	805717 HOSE FITTING	125.45	0.00			
SOUTHWORT	SOUTHWORTH MILTON INC	INV3841133 Parts	4108.07	0.00			
STICKS	STICKS & STUFF DERBY	166595 Nails, wood	167.96	0.00			
STICKS	STICKS & STUFF DERBY	166596 PLYWOOD	-14.11	0.00			
STICKS	STICKS & STUFF DERBY	166978 DECKING	91.60	0.00			
STICKS	STICKS & STUFF DERBY	166996 Decking, tape	1243.82	0.00			
TAPLINEP	TAPLIN SEPTIC PUMPING AND PORT	I7258 Portable Toilet Service	70.00	0.00			
THE MAHER	THE MAHER CORPORATION	30436 Protection Plate;	4909.00	0.00			
TISALERS	TI-SALERS INC	INV0194870 Extended Maintenance Tra	1016.16	0.00			
UNITED AG	UNITED AG & TURF NE	11509124 O-RING Primary Fuel Filtr	104.48	0.00			
UNITED AG	UNITED AG & TURF NE	11509913 O-RING Spring Pln	5.63	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/03/2026-3 01/27/2026 02/27/2026	24.33	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/03/2026-6 01/27/2026 02/27/2026	195.95	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/03/2026-A 01/27/2026 02/27/2026	24.33	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/03/2026-B 01/27/2026 02/27/2026	200.59	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/03/2026-C 01/27/2026 02/27/2026	53.49	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/04/2026-3 01/28/2026 02/28/2026	2383.92	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/04/2026-6 01/28/2026 02/28/2026	368.91	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/04/2026-A 01/28/2026 02/28/2026	168.57	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/04/2026-B 01/28/2026 02/28/2026	386.57	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/04/2026-C 01/28/2026 02/28/2026	105.39	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/04/2026-D 01/28/2026 02/28/2026	234.61	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/04/2026-N 01/28/2026 02/28/2026	25.79	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	47.75	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	475.00	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	24.00	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	475.00	0.00			
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VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	475.00	0.00			
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VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	475.00	0.00			
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VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	475.00	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	24.00	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2026-6 02/04/2026 03/04/2026	475.00	0.00			
VTBREC	VT ELECTRIC COOPERATIVE INC	03/09/2					

03/20/2026
11:12 am

City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01 (GENERAL FUND) From 03/20/2026 To 03/20/2026

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
			100,103.07	0.00	0.00		
		Report Total	100,103.07	0.00	0.00		

CITY COUNCIL

To the Treasurer of City of Newport, We Heredy 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 \$ ***100,103.07
Let this be your order for the payments of these amounts.

03/23/26
02:19 pm

City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices

Unpaid Invoices For Check Acct 01 (GENERAL FUND) From 03/23/26 To 03/23/26

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
PASSBK PD PASSUMESIC SAVINGS BANK	032326	BAN PO & Watertower Bond 2631514.40	2,631,514.40	0.00	0.00		
Report Total			2,631,514.40	0.00	0.00		

CITY COUNCIL



To the Treasurer of City of Newport, We Heraby 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 \$ *2,631,514.40
Let this be your order for the payments of these amounts.

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
AFIAC	PR-03/05/26	Payroll Transfer	918.73	0.00			
AFIAC	PR-03/19/26	Payroll Transfer	918.73	0.00			
AFIAC	033126	AFIAC Adj	0.04	0.00			
COUNCIL93 AFSCME COUNCIL 93	PR-03/05/26	Payroll Transfer	333.76	0.00			
COUNCIL93 AFSCME COUNCIL 93	PR-03/19/26	Payroll Transfer	333.76	0.00			
MVP HEALTH CARE, INC	PR-03/05/26	Payroll Transfer	1753.87	0.00			
MVP HEALTH CARE, INC	PR-03/19/26	Payroll Transfer	1753.87	0.00			
MVP HEALTH CARE, INC	033126	Health Ins Premium	53486.39	0.00			
NE DELTA	PR-03/05/26	Payroll Transfer	293.73	0.00			
NE DELTA	PR-03/19/26	Payroll Transfer	293.73	0.00			
NE DELTA	033126	Dental Premium	1056.83	0.00			
NEPBA LOCAL 434	PR-03/05/26	Payroll Transfer	425.00	0.00			
NEPBA LOCAL 434	PR-03/19/26	Payroll Transfer	425.00	0.00			
NEPBA LOCAL 434	PR-03/05/26	Payroll Transfer	469.49	0.00			
NEPBA LOCAL 434	PR-03/19/26	Payroll Transfer	469.49	0.00			
VISION CARE	033126	Vision Premium	28847.47	0.00			
VISION CARE	PR-03/05/26	Payroll Transfer	26952.79	0.00			
VISION CARE	PR-03/19/26	Payroll Transfer	26952.79	0.00			
VISION CARE	033126	VMERS Adj	0.02	0.00			
VMERS DB	PR-03/05/26	Payroll Transfer					
VMERS DB	PR-03/19/26	Payroll Transfer					
VMERS DB	033126	VMERS Adj					

Report Total 118,412.13 0.00 0.00

CITY COUNCIL

I, the Treasurer of City of Newport, We Heraby 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 \$ ***118,412.13
Let this be your order for the payments of these amounts.

03/27/26
11:16 am

City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices

Unpaid Invoices For Check Acct 02 (GENERAL FUND) From 03/31/26 To 03/31/26

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
MUTUAL O	MUTUAL OF OMAHA	033026	Life & Disability Ins	2353.48	0.00		
Report Total			2,353.48	0.00	0.00		

CITY COUNCIL

 To the Treasurer of City of Newport, We Heraby 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 \$ ****2,353.48
 Let this be your order for the payments of these amounts.

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
AGWAY	NEWPORT PARK & GARDEN TI-0260922	P/BIN 50# SPORT 30/20	97.99	0.00			
ALI ELECT	ALIS ELECTRIC 3-12-26	test Fire Alarm	485.00	0.00			
ALT MOBIL AT & T MOBILITY	28728500651A NEWPORT POLICE DEPARTMENT		998.35	0.00			
ALT MOBIL AT & T MOBILITY	28729936117A CITY OF NEWPORT		83.46	0.00			
BEAUR EQ BEAVERGARD EQUIPMENT INC	KV39197	CHECK OUT RIDE CONTROL S	3081.75	0.00			
BUDBOS	AG SUPERMARKETS INC 03-985534	coffee and tea	34.92	0.00			
CANON	CANON FINANCIAL SERVICES INC 42857705	copier payment	160.00	0.00			
CASSELLA	CASSELLA WASTE MGT INC 3255666	DISPOSAL - SLUDGE	861.96	0.00			
CNB DEXY COMMUNITY NATIONAL BANK	03/20/26	loan 188827750	1644.50	0.00			
COMCAST	COMCAST	040826 PB 2	177.06	0.00			
COMCAST	COMCAST	040726 MB	458.94	0.00			
COMCAST	COMCAST	040626 PD	175.80	0.00			
COMCAST	COMCAST	040426 GP	123.57	0.00			
COMCAST	COMCAST	040426 PB	198.52	0.00			
COMCAST	COMCAST	040526 WMTF	240.78	0.00			
COMCAST B COMCAST BUSINESS	266203976	phone bills	1574.32	0.00			
COMPASS M COMPASS MINERALS AMERICA	1643478	HWY DETICING ROCK SALT GM	3077.41	0.00			
CONS COMM CONSOLIDATED COMMUNICATIONS	03/18/2026	Due Apr 15, 2026	444.95	0.00			
ENDYNE	ENDYNE INC 569228	Newport Weekly Discharge	130.00	0.00			
ENDYNE	ENDYNE INC 569261	Newport Weekly Discharge	25.00	0.00			
ENDYNE	ENDYNE INC 569368	MSD 5202 TC	25.00	0.00			
FIREASSOC NEWPORT FIREFIGHTERS ASSOC.	01/15/2026	Oxygen Sensor for the GX	113.67	0.00			
FIREASSOC NEWPORT FIREFIGHTERS ASSOC.	25Feb2026	Dehumidifier and Control	987.55	0.00			
FIREASSOC NEWPORT FIREFIGHTERS ASSOC.	25Feb2026-1	Parts for Engine 3 heads	42.05	0.00			
FREDS	FRED'S PLUMBING & HEATING INC 03/02/2026	N-1SD PV	9410.65	0.00			
FREDS	FRED'S PLUMBING & HEATING INC 429309	Installed motor	859.88	0.00			
FREDS	FRED'S PLUMBING & HEATING INC 5308237	Propane	270.47	0.00			
FREDS	FRED'S PLUMBING & HEATING INC Fuel Oil	#2 Fuel Oil	11096.60	0.00			
FREDS	FRED'S PLUMBING & HEATING INC March02, 2026	Propane	9032.12	0.00			
GATES	GATE'S ELECTRIC INC 6677	Sprinkler system Replace	471.09	0.00			
GILLS POI GILLS POINT S TIRE	459532	FLIPPED AND REBALANCED	180.00	0.00			
GONYAND	ANDREW GONYAW 03/05/26	Travel to Essex (SHARP	94.25	0.00			
GRAINGER	GRAINGER 9842725369	LINEAR ACTUATOR, 225 LBF	447.74	0.00			
GRAINGER	GRAINGER 9844875766	materials	2032.45	0.00			
GRANITE	THE GRANITE GROUP 18433124-00	Compl'ing	3.83	0.00			
GRANITE	THE GRANITE GROUP 18438969-00	30 PSI Relief	77.32	0.00			
GRANITE	THE GRANITE GROUP 18444177-00	Acid Drain	40.90	0.00			
GRIFFIN	GRIFFIN GREENHOUSE SUPPLIES IN 01628317	landscape supplies	2535.14	0.00			
HAYES	HAYES FORD INC 22703	LACK OF POWER	300.00	0.00			
HAYES	HAYES FORD INC 22521	CHECK EXHAUST LEAK UNIT#4	2706.76	0.00			
KIMBALL	KIMBALL MIDWEST 104283547	Shop Supplies	92.97	0.00			
KITCHIE	KITCHIE LBE 012726	5D Boat Slip Rental	2250.00	0.00			
MAJESTIC	MAJESTIC TROPHY LLC 2657	Plaque	59.95	0.00			
MCMASTER	MCMASTER-CARR SUPPLY CO 61400217	Filter Element for 1/8 a	134.39	0.00			
MISSION C MISSION COMMUNICATIONS LLC	2019728	Derby Pump Station	563.40	0.00			
MONT COM MUNICIPAL CONTRACTING SERVICES INC	m290	Lakemont St.	525.00	0.00			
NADEAUS	NADEAU'S PLUMBING & HEATING IN 142671	repaired the LP line	397.70	0.00			
NADEAUS	NADEAU'S PLUMBING & HEATING IN 142792	Fuel or Service At: Gate	964.95	0.00			
NELSONVET NELSON VETERINARY ASSOCIATES,	477200	K-9 Credalio Quattro	185.00	0.00			
NELSONVET NELSON VETERINARY ASSOCIATES,	478246	K-9 Ozzy App:	30.00	0.00			

Unpaid Invoices For Check Acct 01 (GENERAL FUND) From 03/27/26 To 03/27/26

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
NEWTECH	CHARLES NEWTON						
	25Feb2026	Crash Recovery System	440.00	0.00			
NWPT AMBL NEWPORT AMBLANCE SERVICE INC	260	Ambulance Coverage for A	21536.89	0.00			
OREILLY	O'REILLY AUTO PARTS						
	5691-24885	WIPPER FLUID	134.64	0.00			
OREILLY	O'REILLY AUTO PARTS						
	5691-249624	HD CABIN AIR	54.86	0.00			
OREILLY	O'REILLY AUTO PARTS						
	5691-249907	SPARK PLUG	15.96	0.00			
OREILLY	O'REILLY AUTO PARTS						
	5691-250011	HD AIR FILTER	245.80	0.00			
OREILLY	O'REILLY AUTO PARTS						
	5691-250012	OIL, AIR FILTER	40.44	0.00			
OREILLY	O'REILLY AUTO PARTS						
	5691-250508	LMD CASULE	179.54	0.00			
OREILLY	O'REILLY AUTO PARTS						
	5691-251366	HD CABIN AIR	86.44	0.00			
OREILLY	O'REILLY AUTO PARTS						
	5691-252188	FOG CASULE	14.68	0.00			
PASSBK PD PASSUMPTIC SAVINGS BANK	03/06/2026	Loan: 7062003451	27628.11	0.00			
PASSBK PD PASSUMPTIC SAVINGS BANK	040126	GP Restoration Loan	3783.01	0.00			
PERINS	PERIN'S TRUCK REPAIR INC						
	74609	parts	114.44	0.00			
PERINS	PERIN'S TRUCK REPAIR INC						
	93734	Valerum hubcap	134.00	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	032626	Credit Memo	-464.14	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	354347	BATTERY	57.88	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	354348	PINE BOARD	14.61	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	356867	5X3-1/2 BLK ORN BRACKET	33.29	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	356942	5/32 x 7/8ender Washer	34.27	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	357070	F1628 5 BRUSH, paint	7.38	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	357426	25XD TW BLACK TAPE	19.52	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	357447	3/4" WATER PRESSURE VALVE	104.49	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	358041	materials	237.87	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	358043	100'16/3 ORANGE EXT CORD	76.45	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	358046	3/4" CDX PINE 4X8	66.53	0.00			
PIC SHOW	THE PICK & SHOVEL INC						
	358390	Cleaning	20.21	0.00			
PORTLAND	PORTLAND GLASS						
	381-126222R	PD Vehicle Repair	1032.75	0.00			
POWERS	POWERS GENERATOR SERVICE						
	178193914	Commercial Generator Tec	13016.78	0.00			
RAYS	RAYS AUTO SERVICE						
	3700	NAPA Lamp, VSI	72.53	0.00			
SECURSHARE SECURESHARE							
	523038	Shredding	25.00	0.00			
SOUTHBAY	SOUTH BAY SUPPLY						
	805451	U-BOLT ()	21.98	0.00			
SOUTHBAY	SOUTH BAY SUPPLY						
	805469	ADAPTERS	54.84	0.00			
SOUTHBAY	SOUTH BAY SUPPLY						
	805817	THREAD CHASER	105.11	0.00			
SOUTHBAY	SOUTH BAY SUPPLY						
	805956	EPCCO Tool Box Drawer Li	53.93	0.00			
SOUTHBAY	SOUTH BAY SUPPLY						
	805862	ubolt washers	21.41	0.00			
SOUTHBAY	SOUTH BAY SUPPLY						
	806030	Tools	678.26	0.00			
SOUTHBAY	SOUTH BAY SUPPLY						
	806139	BRUSH SET	65.97	0.00			
SOUTHWORTH	SOUTHWORTH MILTON INC						
	INV3848205	Parts	397.66	0.00			
SP AND F APPOINTMENTS PC							
	101474	Service Through 01/31/20	3852.00	0.00			
STICKS	STICKS & STUFF DERBY						
	167110	metal, decking	473.38	0.00			
STICKS	STICKS & STUFF DERBY						
	F98578	Decking	-136.80	0.00			
STICKS	STICKS & STUFF DERBY						
	167414	PD STORAGE	438.31	0.00			
TISALES	TI-SALES INC						
	INV0194962	parts and materials	16073.80	0.00			
UNITED AG UNITED AG & TURF NE							
	11509127	Pickup body, air filter	120.87	0.00			
UNITED AG UNITED AG & TURF NE							
	11511637	Parts	593.13	0.00			
UNITED AG UNITED AG & TURF NE							
	11514917	PARTS	221.43	0.00			
UNITED AG UNITED AG & TURF NE							
	2278312	Parts	120.87	0.00			
VANASSE HANGEN BRUSTLIN INC							
	0506359	Newport TIF District Sup	11476.61	0.00			
VIN BOND	VERMONT BOND BANK						
	21P-202605-0	loan Number 816	22570.03	0.00			
VTELEC	VT ELECTRIC COOPERATIVE INC						
	03/09/2026-g	02/04/2026 03/04/2026	56.58	0.00			

Check Warrant Report # Current Prior Next FY Invoices

etherjian

Unpaid Invoices For Check Acct 01 (GENERAL FUND) From 03/27/26 To 03/27/26

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/09/2026-h 02/04/2026 03/04/2026	616.73	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/09/2026-w 02/04/2026 03/04/2026	112.02	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/09/2026-x 02/04/2026 03/04/2026	366.49	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/09/2026-y 02/04/2026 03/04/2026	141.61	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/11/2026-a 02/06/2026 03/06/2026	10083.79	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/11/2026-d 02/06/2026 03/06/2026	4743.69	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/11/2026-t 02/06/2026 03/06/2026	403.80	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/11/2026-v 02/06/2026 03/06/2026	178.95	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/11/2026-z 02/06/2026 03/06/2026	280.99	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/14/2026ee 02/10/2026 03/10/2026	127.07	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026d From To 02/12/2026 03/13	24.33	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026e 02/12/2026 03/13/2026	24.33	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026f From To 02/12/2026 03/13	105.39	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026j electric bill	42.00	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026kk From To 02/12/2026 03/13	24.33	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026l From To 02/17/2026 03/18	8981.98	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026s From To 02/12/2026 03/13	361.71	0.00			
VT ELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026u From To 02/12/2026 03/13	245.21	0.00			
WELLS FAR	WELLS FARGO FINANCIAL LEASING	03/18/2026uu From To 02/12/2026 03/13	97.48	0.00			
WILCOR	WILCOR INTERNATIONAL INC	5038035811 Sharp Copier campground supplies	375.25	0.00			
Report Total			213,344.86	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 \$ ***213,344.86

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

09:04 am

Check Warrant Report # Current Prior Next FY Invoices

stherian

Unpaid Invoices For Check Acct 01 (GENERAL FUND) From 04/03/2026 To 04/03/2026

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
ALLEN ENG ALLEN	112-507005-0	CHLORINE, LIQUID	7117.00	0.00			
ALLEN ENG ALLEN	112-507006-0	CHLORINE,	3596.00	0.00			
ALLEN ENG ALLEN	1CS-503486-0	CHLORIDE	1541.00	0.00			
AVENU	AVENB-069718	20/20 Perfect Vision IRM	510.00	0.00			
BELOIN	03/27/2026	PD computer	1700.00	0.00			
BUDBOS	03-993998	cleaners, retail	11.18	0.00			
CASELLA	3257219	JUDGE	2955.10	0.00			
CASELLA	3258616	DISPOSAL	1085.03	0.00			
CHENR	03/31/2026	personal credit card use	127.14	0.00			
COMCAST	03/12/2026	From Mar 19, 2026 to Apr	166.77	0.00			
COMCAST	03/13/2026	From Mar 20, 2026 to Apr	412.54	0.00			
COMCAST	03/09/2026	From Mar 16, to Apr	155.57	0.00			
COMCAST	569938	Test Total Collif, Packag	50.00	0.00			
ENDYNE	569985	Newport Weekly Discharge	75.00	0.00			
ENDYNE	6742	MC Wire hand dryers, Rep	2236.44	0.00			
GRAINGER	9856219655	V-BELT PULLEY	28.76	0.00			
GRAINGER	18469395-00	3/4" Pax	71.46	0.00			
GRAINGER	18484189-00	3/4" LF Copper	33.90	0.00			
HAYES	22782	SPARK PLUGS	650.16	0.00			
HAYES	CM9414	Credit Memo	-67.00	0.00			
HOLLAND	PI-38330	ALUMINUM SULFATE	9771.45	0.00			
JOLLY FAR	INV0061450	Plants	1065.65	0.00			
LAWSON	9313301454	parts	97.15	0.00			
LAYNE	3167140	LANYOX SYSTEM INSPECTIO	7300.00	0.00			
O'REILLY	5691-252542	CLOCK SPRING	87.32	0.00			
O'REILLY	5691-1248334	Credit Memo	-25.77	0.00			
PASSER	040326-3449	LOC Interest	2225.20	0.00			
PETERFIR	290015	Tires	7936.90	0.00			
PIC SHOW	358068	FLAGGING TAPE	6.25	0.00			
PIC SHOW	358425	BOOMS	126.34	0.00			
PIC SHOW	358339	POLY FILM	25.64	0.00			
PIC SHOW	358550	GREENHOUSE TABLES	275.25	0.00			
PIC SHOW	358671	SWEEPER PARTS	32.96	0.00			
PIC SHOW	358750	GLOVES	10.44	0.00			
PIC SHOW	358762	PROPANE CYLINDER	6.17	0.00			
PIC SHOW	358774	SWEEPER Materials	8.34	0.00			
PIC SHOW	359052	NAILS /SCREWS/ NUTS/BOIL	17.76	0.00			
PIC SHOW	359093	UTILITY HEATER	28.49	0.00			
PIC SHOW	359094	PAINT TRAILER	6.82	0.00			
PSB LOAN	03/20/2026	PLANNER BOXES materials	15.45	0.00			
REYNOLDS	3464135	2025 CHEVY TAHOE LOAN	1615.39	0.00			
REYNOLDS	3464136	RCS CHAIN SLING INSECTI	500.00	0.00			
REYNOLDS	3464182	Below the Hook Sling Ins	500.00	0.00			
REYNOLDS	03/26/2026	Registered Chain Sling	305.43	0.00			
ROUNDJO	03/26/2026	Purchase for campground	151.43	0.00			
SOUTHBAY	806185	PARTS	121.85	0.00			
SOUTHBAY	806583	PARTS	88.96	0.00			
SOUTHBAY	806617	PARTS	463.94	0.00			
SOUTHBAY	806662	PARTS	29.37	0.00			
SOUTHBAY	806672	PARTS	5.94	0.00			

Unpaid Invoices for Check Acct 01 (GENERAL FUND) From 04/03/2026 To 04/03/2026

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
SOUTHBAY	SOUTH BAY SUPPLY	Parts	558.95	0.00			
SOUTHBAY	SOUTH BAY SUPPLY	PARTS	28.29	0.00			
SOUTHBAY	SOUTH BAY SUPPLY	SWITCH, WIRE	138.27	0.00			
SOUTHBAY	SOUTH BAY SUPPLY	BATTERY PACKS	299.99	0.00			
STICKS	STICKS & STUFF DERBY	NEWPORT PD materials	236.53	0.00			
STICKS	STICKS & STUFF DERBY	Brace, wood	140.59	0.00			
STICKS	STICKS & STUFF DERBY	PD STORAGE	-92.08	0.00			
SYMCKONIC	SYMCKONIC GROUP INC	Copier	254.08	0.00			
TAPLINSMP	TAPLIN SEPTIC PUMPING AND PORT I7377	Emergency Service 3/22/2	650.00	0.00			
VIKING CI	VIKING CIVES USA	LOW LEVEL FLOAT SWITCH	205.70	0.00			
VT TREAS	VERMONT STATE TREASURER	Marriage License Fees	585.00	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026LI 02/12/2026 03/13/2026	24.33	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026mm 02/12/2026 03/13/2026	50.83	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026nn 02/12/2026 03/13/2026	32.50	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026oo 02/12/2026 03/13/2026	24.33	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026pp 02/12/2026 03/13/2026	24.33	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026qq 02/12/2026 03/13/2026	24.33	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026rr From To 02/12/2026 03/13/2026	54.15	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026ss 02/12/2026 03/13/2026	49.95	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026tt 02/12/2026 03/13/2026	48.63	0.00			
VTLELEC	VT ELECTRIC COOPERATIVE INC	03/18/2026uz 02/12/2026 03/13/2026	582.71	0.00			
W B MASON	W. B. MASON CO., INC.	INRCART, HP962XL, BLK	103.98	0.00			
Report Total			59,311.56	0.00	0.00		

CITY COUNCIL

To the Treasurer of City of Newport, We Heraby 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 \$ ****59,311.56
Let this be your order for the payments of these amounts.

03/17/26
02:57 pm

City of Newport Payroll
Check Warrant Report #
Check date 03/19/26 to 03/19/26

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
BENND0	BENNETT, DONNA J.	24045	03/19/26	79.91	0.00
BENND0	BENNETT, DONNA J.	24044	03/19/26	547.83	0.00
Total of 2 items for BENND0				627.74	0.00
BERNTH	BERNIER, THOMAS L.	E2090642	03/19/26	0.00	2312.88
BINGTR	BINGHAM, TRAVIS R.	E2090619	03/19/26	0.00	2415.37
BORSSA	BORSARI, SAMUEL J.	24039	03/19/26	1733.59	0.00
BOUCBE	BOUCHER, BENJAMIN G.	E2090643	03/19/26	0.00	1685.46
BOWEDE	LETOURNEAU-BOWEN, DENISE E.	24038	03/19/26	79.91	0.00
BROWMI	BROWN, MICHAEL E.	E2090656	03/19/26	0.00	1799.13
BRYASC	BRYANT, SCOTT A.	E2090632	03/19/26	0.00	1095.17
BURDRO	BURDICK, ROBERT A., JR	E2090644	03/19/26	0.00	1415.67
CAMBTU	CAMBER, TUCKER J.	E2090645	03/19/26	0.00	1722.28
CARRER	CARRIER, ERIC A.	E2090652	03/19/26	0.00	2335.44
CHENFR	CHENEY, FRANCIS E., III	E2090618	03/19/26	0.00	1903.75
CHURRO	CHURCHILL, ROBYN D. H.	E2090615	03/19/26	0.00	1438.52
COLLDA	COLLINS, DANIEL F.	24041	03/19/26	1710.97	0.00
DILLTR	DILLON, TRAVIS J.	E2090646	03/19/26	0.00	1941.96
DOHEKY	DOHERTY, KYLE V.	E2090653	03/19/26	0.00	1109.89
FLYNKU	FLYNN, KURK O.	E2090633	03/19/26	0.00	2321.55
GAGELA	GAGE, LARRY L., JR	E2090647	03/19/26	0.00	1715.58
GONYAN	GONYAW, ANDREW T.	E2090620	03/19/26	0.00	2574.42
GOSSRO	GOSSSELIN, ROBERT J.	E2090661	03/19/26	0.00	147.81
GOSSROG	GOSSSELIN, ROGER M.	E2090638	03/19/26	0.00	155.14
GREMLE	GRENIER, LEO C., III	24042	03/19/26	1958.40	0.00
GRIMLA	GRIMM, LAURIE P.	24033	03/19/26	89.89	0.00
HARTER	HARTMAN, ERIC P.	E2090648	03/19/26	0.00	1258.10
HERMJA	HERMAN, JASON M.	E2090654	03/19/26	0.00	1976.46
HORNDU	HORNE, DUSTIN J.	E2090637	03/19/26	0.00	973.21
JACOTA	JACOBS, TANNER D.	E2090621	03/19/26	0.00	1765.50
JOHNJA	JOHNSON, JAMES D.	E2090616	03/19/26	0.00	1800.23
KEITNI	KEITHAN, NICHOLAS N.	E2090622	03/19/26	0.00	1974.59
IACOKE	IACOSS, KEVIN W.	E2090640	03/19/26	0.00	532.78
LADDDA	LADDS, PAMELA M.	24034	03/19/26	169.79	0.00
LANCRJ	LANCASTER, ROYCE J., JR	E2090649	03/19/26	0.00	1461.09
LANCRO	LANCASTER, ROYCE E., SR	E2090623	03/19/26	0.00	2111.73
LECLJJ	LECLAIR, JAMES A., JR	E2090624	03/19/26	0.00	1970.63
LEINEM	LEINOFF, EMILY R. L.	E2090634	03/19/26	0.00	1957.34
LILLJO	LILLIS, JOSHUA S.	E2090625	03/19/26	0.00	1764.56
MARCCO	MARCOUX, COREY J.	E2090650	03/19/26	0.00	982.69
MARSJA	MARSH, JARED A.	E2090655	03/19/26	0.00	2113.86
MCKEDO	MCKENNY, DOUGLAS G., JR	24043	03/19/26	1590.29	0.00
MCNEHU	MCNEAL, HUGH R.	24035	03/19/26	79.91	0.00
MILLER	MILLER, ERIC R.	E2090635	03/19/26	0.00	2481.69
MORIJO	MORIN, JONATHAN L.	E2090626	03/19/26	0.00	2036.11
MOULCH	MOULTON, CHARLES D.	E2090627	03/19/26	0.00	2074.53
PATEAN	PATENAUDE, ANDREW M.	E2090651	03/19/26	0.00	1908.61
PHILEM	PHILLABADM, EMILY G.	24040	03/19/26	331.16	0.00
RIVENI	RIVERS, NICHOLAS R.	E2090628	03/19/26	0.00	2735.86

03/17/26
02:57 pm

City of Newport Payroll
Check Warrant Report #
Check date 03/19/26 to 03/19/26

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
RONDJ0	RONDEAU QUARMBY, JOSEE	E2090658	03/19/26	0.00	876.98
ROSSNY	ROSSI, NYLA T. E.	E2090660	03/19/26	0.00	83.11
ROSSTE	ROSSI, TELSA E.	E2090659	03/19/26	0.00	94.20
ROWEJO	ROME, JONATHAN M.	24046	03/19/26	355.15	0.00
RUSSBA	RUSSELL, BARBARA B.	24036	03/19/26	79.91	0.00
SCHUKA	SCHULZE, KARI G.	E2090614	03/19/26	0.00	1497.76
SERLAN	SERLIS, ANDREW J.	24047	03/19/26	325.46	0.00
SMITCO	SMITH, CODY M.	E2090629	03/19/26	0.00	1638.31
STAPMA	STAPLES, MARY E.	E2090657	03/19/26	0.00	277.05
STORRI	STORY, RICHARD P.	E2090662	03/19/26	0.00	155.14
SYKECO	SYKES, COLIN S.	E2090631	03/19/26	0.00	1211.80
SYKECO	SYKES, COLIN S.	E2090630	03/19/26	0.00	1899.36

Total of 2 items for SYKECO

0.00	3111.16				
THEIRST	THERRIEN, STACEY L.	E2090617	03/19/26	0.00	1315.11
WALTZR	WALTERS, KRISTEN L.	E2090639	03/19/26	0.00	232.73
WELIMO	WELLS, MONICA R.	E2090636	03/19/26	0.00	1400.74
WILLDO	WILLOUGHBY, DONNA S.	24037	03/19/26	89.89	0.00
YOUNJE	YOUNG, JEFFREY R.	E2090641	03/19/26	0.00	1731.45

9222.06 74383.33
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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 \$ **83,605.39
Let this be your order for the payments of these amounts.

City Council:

Name and address from whom you purchase

Where is this alcohol to be used

Renewal Change Indicated

Renewal Change Description

URL for Policies & Procedures

URL for Duties

Send Approval Email

Event Details

Start date of event

4/16/2026, 5:00 PM

End date of event

4/16/2026, 8:00 PM

Physical Location Street 1

194 Main Street

Physical Location Name

Green Mountain Natural Foods

Physical Location Street 2/Unit/Suite

Physical Location State

Vermont

Town Clerk/ Municipal Jurisdiction

Newport City

Outside Side Consumption End time

Physical Location City/Town

Outside Side Consumption Hours Requested

Do you Lease the Premises

Landlord Name

Lease Expiration Date

Landlord Email

Outside Side Consumption Start time

Business Location

Physical Location Zip

05855

Approximate Number of Persons Expected:

Draft – Not final w/o Council Approval

Appointments Worksheet for Newport City Council

April 6, 2026

Position	Recommendation	Notes
City Manager	No action	
Superintendent of Streets and Waterworks	Tom Bernier/DPW	
Chief of Police	Travis Bingham	
Board of Fire Wardens	Chief Kevin LaCoss, First Asst James LeClair, 2 nd Asst. Andrew Carbine	
Director Recreation/Parks	Michael Brown	
Recreation	For Reappointment – Jennifer Smith (Newport) - term till 2028 Kyle Chadburn (Coventry)- till 2028 <i>New appointment as non-voting member: Ivy Crowe (Derby)- term till 2028</i>	
Assessor	Frank Cheney	
Collector of Taxes	Frank Cheney (acting)	
Zoning Administrator	Frank Cheney	
City Attorney	SP&F	
Cemetery Commission	Paul Monette, Denis Chanelle, Jean Condon	

City Landscaper	Robert Gosselin	
Planning Commission and Historic Preservation	Carole O'Connell to a three-year term	
Harbor Master	Interim Richard Story	
Harbor Commission	Reappoint - Tom Latta, William Round, Ronald Chaffee	
Devp Review Board	David Kerr-2 Year Term Laurie Grimm-2 year term Jay Walsh- 2 year Term Melissa Patterson - 2 Year Term	
Animal Control Officer	Newport Police	
Health Officer	Michael Brown	

Grants Administrator	Frank Cheney	
Tree Warden	Robert Gosselin	
Representative to NVDA	Rick Ufford-Chase	
Building Safety Officer	Frank Cheney	
E911 Coordinator	Fire Chief Kevin LaCoss	
Emergency Management Director	Fire Chief Kevin LaCoss	
Auditors	TBD	
Grand Jurors	No appointments necessary	Terms expire 2027



At a regular meeting of the Council of the Municipality of Stanstead Township held on the tenth (10th) day of November in the year two thousand twenty-five (2025), at the usual time and place of meetings.

Present: Ms. Johanne Fradette, Ms. Marie-Josée Filteau, Ms. Thérèse McCutcheon, Mr. Mario Cantin, Mr. Andrew Phaneuf and Mr. Brian Wharry.

All forming a quorum, under the chairmanship of Mayor Jean-Pierre Berger.

RESOLUTION NUMBER 25-11-116

8.5 PROTECTION OF LAKE MEMPHREMAGOG FROM LEACHATE ORIGINATING FROM THE COVENTRY, VERMONT LANDFILL

WHEREAS Lake Memphremagog is a natural and cultural jewel of the Eastern Townships, shared between Canada and the United States, and plays a fundamental environmental, cultural, economic, and social role for the surrounding communities;

WHEREAS this lake is a source of drinking water for more than 185,000 Canadians;

WHEREAS the municipalities of Sherbrooke, Magog, Potton, and Saint-Benoît-du-Lac draw their drinking water from Lake Memphremagog, and the municipalities of Austin, the Township of Stanstead, and Ogdén are in its immediate vicinity;

WHEREAS the only landfill site in the State of Vermont is located at the head of Lake Memphremagog, in the town of Coventry, and the lake flows from south to north, from the United States into Canada;

WHEREAS this landfill generates significant amounts of leachate, containing per- and polyfluoroalkyl substances (PFAS or "forever chemicals") and other toxic and hazardous pollutants;

WHEREAS the discharge of this leachate into the Lake Memphremagog watershed has been prohibited since November 1, 2019, thanks in particular to the sustained efforts of the organizations Don't Undermine Memphremagog's Purity (DUMP) and Memphremagog Conservation Inc. (MCI);

WHEREAS the Memphrémagog RCM, as well as the Cities of Magog and Sherbrooke, formally opposed, as early as 2004, the treatment of Coventry's leachate at the Newport municipal wastewater treatment plant, and this opposition remains fully justified;

WHEREAS these same municipalities and the Memphrémagog RCM were successful in achieving an initial moratorium banning the treatment of leachate at the Newport wastewater treatment facility from 2004 to 2009;

WHEREAS action by representatives from the Memphrémagog RCM, the municipalities of Sherbrooke, Magog, and other lakeside communities, along with numerous environmental organizations, led to the permanent closure in 2010 of the Bestan landfill operated by Waste Management in Magog, explicitly aiming to protect Lake Memphremagog from a known source of pollution;

WHEREAS the National Assembly of Québec unanimously adopted, on June 3rd, 2021, a motion calling for the permanent ban of leachate discharge into the Lake Memphremagog watershed;

Resolution number 25-11-116

WHEREAS the Canadian Consulate General wrote to Governor Scott in April 2024 “to express Canada’s concern about the application from Casella Waste Systems to amend its discharge leachate pretreatment permit for the Coventry landfill, particularly the proposal to attempt to remove per- and polyfluoroalkyl substances (PFAS) from leachate, (then) injecting (residuals) into concrete blocks and then burying them at Coventry landfill.

WHEREAS the Boundary Waters treaty of 1909, Article IV “It is further agreed that the waters herein defined as boundary waters and waters flowing across the boundary shall not be polluted on either side to the injury of health or property on the other.”

WHEREAS Health Canada issued drinking water quality guidelines for PFAS substances in August 2024;

WHEREAS the State of Vermont adopted in May 2024 the Environmental Justice Act (S.259), which recognizes the importance of marginalized populations in environmental decision-making, and that the population living within the Lake Memphremagog watershed represents 6% of Vermont’s total population;

WHEREAS despite the current moratorium, leachate could once again be discharged into the Lake Memphremagog watershed at the end of this period if the technology implemented by the landfill operator is effective in achieving Vermont’s regulatory standards;

WHEREAS treating leachate within the Lake Memphremagog watershed raises serious environmental, health, and ethical concerns, particularly as it could facilitate a new expansion of the Coventry landfill, increase the risk that treated leachate may again be discharged into the watershed, and raise the possibility that leachate from other landfills could also be treated on site;

WHEREAS the discharge of leachate, treated or not, into the Lake Memphremagog watershed poses a serious risk to public health, notably due to the persistent presence of toxic and hazardous pollutants such as arsenic, cadmium, and PFAS, a large family of thousands of chemical substances, many of which are recognized as endocrine disruptors, bio accumulative, toxic to reproduction, and proven or suspected carcinogens;

WHEREAS testing conducted in Lake Memphremagog has already revealed PFAS contamination in four species of fish in exceedance of EPA guidelines for consumption; and of PFOS in surface waters approaching the MCL of 4ppt.

WHEREAS numerous scientific studies have demonstrated that landfill leachate contains high concentrations of heavy metals, PFAS, volatile organic compounds, and other emerging contaminants that are not fully removed by conventional wastewater treatment processes, making their release into a drinking water source unacceptable;

WHEREAS elected officials on both sides of the border share a moral duty of mutual respect and shared responsibility in preserving the Lake Memphremagog watershed;

THEREFORE, it is moved by Thérèse McChutcheon and unanimously resolved:


1. **THAT** the Township of Stanstead formally and permanently opposes the treatment of leachate from the Coventry landfill at the Newport municipal wastewater treatment facility or at any other existing or future location within the Lake Memphremagog watershed;
2. **THAT** the Township of Stanstead invites the elected officials of the City of Newport to act in solidarity with Canadian lakeside communities by refusing to receive these wastewater discharges, whether treated or not;
3. **THAT** the Township of Stanstead reiterates its commitment to protecting Lake Memphremagog, its ecosystems, and its water quality, in accordance with the precautionary principle;

Resolution number 25-11-116

4. **THAT** a copy of this resolution be sent to:

- The members of the City Council of Newport, Vermont; Mr. Rick Ufford-Chase, Mayor and all council members, 222, Main Street, Newport, Vt 05855 Rick.UffordChase@newportvermont.org
- The Vermont Agency of Natural Resources; c/o Mrs. Julie More, 1 National Life Drive, Davis 2, Montpelier, VT 05620-3901
- Honorable Governor of Vermont, Mr. Phil Scott, Pavilion Building, 209 State Street, Montpelier, Vt. 05609;
- The Québec–Vermont Steering Committee on the “Cooperation Agreement on Environmental Management of Lake Memphremagog and its Watershed”; c/o Mrs. Ariane Orjikh, General Manager, 51, Cabana, Magog (Québec) J1X 2C4
- The Memphrémagog RCM; Mr. Dominick Faucher, Director General and Clerk-Treasurer, 455, rue MacDonald, bureau 200, Magog (Québec) J1X 1M2, d.faucher@mrcmemphremagog.com
- Québec’s Ministry of the Environment, the Fight Against Climate Change, Wildlife and Parks; Mr. Bernard Drainville, Ministre de l’Environnement, de la Lutte Contre les changements climatiques, de la Faune et des Parc, 674, boulevard René-Lévesque Est, 30^e, Étage, Québec, (Québec) G1R 5V7 ministre@environnement.gouv.qc.ca
- The Member of the National Assembly for the riding of Orford; Mr. Gilles Bélanger Orford County Deputy, 2389, rue Principale Ouest, Suite 100, MGOG (Québec) J1X 0J4 Gilles.Belanger.DRFO@assnat.qc.ca
- The federal Members of Parliament for the ridings of Brome-Missisquoi, Sherbrooke, and Compton-Stanstead;
 - The Honorable Mr. Louis Villeneuve, Riding of Brome-Missisquoi louis.villeneuve@parl.gc.ca
 - The Honorable Mrs. Elisabeth Brière, Riding of Sherbrooke, M20 2640, rue King Ouest, Sherbrooke, (Québec) J1J 2C3 Elisabeth.Briere@parl.gc.ca
- The organizations:
 - Casella, 21 Landfill Lane, Coventry, Vt 05825
 - MCI, c/o Mrs. Ariane Orjikh, General Manager, 51, Cabana, Magog (Québec) J1X 2C4

I, the undersigned Nancy Vanasse, Acting Director General and Clerk Treasurer, of the Township of Stanstead hereby certify that the above extract is true.


Nancy Vanasse
Acting Director General and Clerk Treasurer
778, Sheldon Road
Canton de Stanstead, QC
J1X 3W4

April 3, 2026

Tom Bernier
City Public Works Director
City of Newport
222 Main Street, 2nd Floor
Newport, Vermont 05855

RE: Bid Analysis and Recommendation for Contract Award
City of Newport
Gardner Park Siphon Upgrade
Contract No. 1
A+E Project 24043

Dear Mr. Bernier,

In accordance with our attached "Bid Analysis Report" dated April 3, 2026 we recommend the following:

City of Newport – Gardner Park Siphon Upgrade, Contract No. 1, be awarded to Isaac's Excavation and Construction, LLC of Charleston, VT for the contract amount of \$587,555.00.

If you have any questions, please feel free to contact us.

Sincerely,

Aldrich + Elliott, PC


Jason R. Booth, P.E.
President

Attachments



CITY OF NEWPORT, VERMONT
GARDNER PARK SIPHON UPGRADE
CONTRACT NO. 1

BID ANALYSIS REPORT
ISAAC'S EXCAVATION AND CONSTRUCTION, LLC
April 3, 2026

Bid Opening Date: 3/31/2026

1. Bidders Information:
 - a. Refer to the attached Bid.
 - b. Refer to the attached Bid Bond.
 - c. Refer to the attached Supplemental Bid Information
2. Project Cost Information:
 - a. Refer to the attached Bid Tabulation.
 - b. Refer to the attached "Total Project Cost Summary" dated April 1, 2026 for the City of Newport – Gardner Park Siphon Upgrade, Contract No. 1
 - c. The bid price for the City of Newport – Gardner Park Siphon Upgrade, Contract No. 1 is **\$587,555.00**
 - d. The estimated Total Project Cost for the project including the low bid for City of Newport – Gardner Park Siphon Upgrade, Contract No. 1 is **\$774,058.00**. This total project cost includes Step II and Step III engineering services, other costs, and a Construction Contingency of 5%.
 - e. The total CSO ARPA Grant award for the City of Newport is \$784,000.00. Following the Bluff Road Pump Station Additional Storage project, the total of remaining ARPA funds is \$595,916.00. A Clean Water State Revolving Fund loan is also available, with potential subsidy, to finance portions of the engineering design services. Additional ARPA funds are being pursued with the State, however, cost savings for Contract No. 1 will be realized by scope of work reductions via change order or purposefully under-utilized unit price bid items on an as-needed basis.
 - f. Adequate funding is available for this project as outlined above.

3. Experience:
- a. Refer to Section 1.c (above).
 - b. Project references interviewed and projects discussed:
 - i. Dexter Lafavoue, Engineer, New England Consulting Engineers, Shadow Lake Road Bridge Improvements, \$308,000.00, October 2025
 - ii. Robert Clark, Engineer/ President, Otter Creek Engineering, Nutt Lane Watermain, \$375,000.00, June 2024
 - iii. Charles Flower, Engineer, Dufresne Group, Fairview Terrace Watermain, \$365,000.00, August 2024
 - c. General Observations
 - i. Contractor is great to work with
 - ii. Is responsive to Owners/Engineers/State concerns
4. Bid Bond/Insurance
- a. Isaac's Excavation and Construction, LLC has a surety credit facility in place with Employers Mutual Casualty Company, for up to \$2,000,000.00 for a single job and a total work program including uncompleted work of \$4,000,000.00.
 - b. The bonding agent is SBG Bonding at 511 East John Carpenter Freeway, Suite 500 Irving, TX 75062.
 - c. Contact was made with Luke Sealer, President, SBG Bonding, 816-377-5017, luke@sbgbonding.com. The company has been doing business with Isaac's Excavation and Construction, LLC since 2024.
 - d. Nationwide Mutual Insurance handles Isaac's Excavation and Construction, LLC insurance lines.
 - e. Isaac's Excavation and Construction, LLC has not defaulted on any projects that Nationwide Mutual Insurance has handled.
 - f. The bond company is on the "Department of the Treasury Listing of Approved Surety Companies."
5. Financial Data
- a. Contact was made with Ellen Stanley, Vice President, Passumpsic Bank, 1 Gardner St, Newport, VT 05855, with whom Isaac's Excavation and Construction, LLC does their banking. Passumpsic Bank has been doing business with Isaac's Excavation and Construction, LLC since May 2022. Isaac's Excavation and Construction, LLC maintains corporate deposits in the low six figures range. They also have a line of credit in the low six figure range. Overall, their account relationship has been handled in a satisfactory manner.
6. Proof of Advertisement for Bid:
- a. Refer to attached Proof of Advertisement.

7. Bid Informatilities and/or Minor Defects:

- a. None.

8. Comments of Aldrich + Elliott, PC:

- a. Contractor appears to have adequate financial backing.
- b. Bonding company appears viable.
- c. The bid review found Isaac's Excavation and Construction, LLC bid to be acceptable.
- d. A+E has worked with Isaac Jensen, the Owner/Operator of Isaac's Excavation and Construction, LLC on multiple past projects where he was the superintendent, and is confident in their abilities to perform the work.
- e. Recommendations:
 - i. Award this Contract to Isaac's Excavation and Construction, LLC in the amount of \$587,555.00.
 - ii. Job progress must stay on schedule. Recommend monthly job meetings with Owner, Contractor, and Resident Representative.
 - iii. Contractor's job Superintendent to be consistent and on the job site at all times while work is being performed.
 - iv. Resident Representative to be on job site part time.

1. BIDDERS INFORMATION

BID FORM FOR CONSTRUCTION CONTRACT

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 1—OWNER AND BIDDER

1.01 This Bid is submitted to:

jbooth@aeengineers.com

jhaddad@aeengineers.com

thomas.bernier@newportvermont.org

winn.wilson@vermont.gov

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2—ATTACHMENTS TO THIS BID

2.01 The following documents are submitted with and made a condition of this Bid:

A. **Entire Bid Form**

B. Required Bid security;

~~C. List of Proposed Subcontractors;~~

~~D. List of Proposed Suppliers;~~

~~E. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such authority within the time for acceptance of Bids;~~

~~F. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids;~~

G. Required Bidder Qualification Statement with supporting data to be submitted within 5 days of bid by the low bidder. Does not need to be submitted with the bid;

~~H. Positive demonstration of good faith DBE effort to include definitive contact with Listed DBEs; and/or DBE 6100-series forms 6100-3 and 6100-4.~~

ARTICLE 3—BASIS OF BID—LUMP SUM BID AND UNIT PRICES

3.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids,

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and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

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GARDNER PARK SIPHON UPGRADE, CONTRACT No. 1						
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Extended Price	
BASE BID						
A	Sewerline					
A-1	8" PVC Gravity Sewer (10'-15' Deep)	L.F.	15	\$ 250. ⁰⁰	\$ 3,750	
A-2	12" PVC Gravity Sewer (10'-15' Deep)	L.F.	42	\$ 300. ⁰⁰	\$ 12,600	
A-3	4" PVC Gravity Sewer Service	L.F.	270	\$ 90. ⁰⁰	\$ 24,300	
A-4	8" HDPE via HDD Gravity Sewer Siphon	L.F.	162	\$ 225. ⁰⁰	\$ 36,450	
A-5	CIPP Existing 8" CI (Siphon)	L.F.	91	\$ 250. ⁰⁰	\$ 22,750	
A-6	CIPP Existing 12" AC (Gravity)	L.F.	904	\$ 100. ⁰⁰	\$ 90,400	
B	Sewerline Appurtenances					
B-1	5' Dia. Sewer Manhole	V.F.	20	\$ 400. ⁰⁰	\$ 8,000	
B-2	6' Dia. Doghouse Sewer Manhole	V.F.	11	\$ 600. ⁰⁰	\$ 6,600	
B-3	Manhole Lining	V.F.	74	\$ 380. ⁰⁰	\$ 25,900	
B-4	Concrete Pipe Anchor	E.A.	2	\$ 5,000. ⁰⁰	\$ 10,000	
B-5	Core Existing Manholes	E.A.	2	\$ 1500	\$ 3000	
C	Earthwork					
C-1	Rock Excavation	C.Y.	5	\$ 1. ⁰⁰	\$ 5. ⁰⁰	
C-2	Boulder Excavation	C.Y.	5	\$ 1. ⁰⁰	\$ 5. ⁰⁰	
C-3	Misc. Extra. Below Grade Excavation	C.Y.	20	\$ 30. ⁰⁰	\$ 600.	
C-4	Exc. & Replace Unsuitable Material	C.Y.	30	\$ 50. ⁰⁰	\$ 1,500	
D	Roadwork and Appurtenances					
D-1	Gravel Repair -- Parking/Drive	L.F.	280	\$ 10. ⁰⁰	\$ 2,800	
E	Incidental Work					
E-1	Calcium Chloride	TON	0.25	\$ 100. ⁰⁰	\$ 25. ⁰⁰	
E-2	Class B Concrete	C.Y.	6	\$ 250. ⁰⁰	\$ 1500	

GARDNER PARK SIPHON UPGRADE, CONTRACT No. 1					
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Extended Price
E-3	Silt Fence	L.F.	740	\$ 2.00	\$ 2220
E-4	Temporary Inlet Protection	E.A.	1	\$ 150.00	\$ 150
E-5	Temporary Construction Access Roadway	L.F.	300	\$ 20.00	\$ 6,000
E-6	Rigid Trench Insulation	L.F.	100	\$ 8.00	\$ 800
F	Contaminated Soils and Groundwater				
F-1	Soil and Groundwater Management Plan Implementation	L.S.	1	\$ 160,000	\$ 160,000
F-2	Excavation of Contaminated Soils (off-site disposal)	C.Y.	280	\$ 80.00	\$ 22,400
G	Lump Sum				
G-1	Preparation of Site and Misc. Work	L.S.	1	\$ 128,600	\$ 128,600
G-2	Bonds	L.S.	1	\$ 17,200	\$ 17,200
TOTAL OF ALL UNIT PRICE AND LUMP SUM BID ITEMS					\$ 587,555

The total of all Unit Price and Lump Sum Bid Items for the Base Bid shall be the basis of bid comparison for Contract Award.

ARTICLE 4—BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;

- artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.
- E. Bidder is familiar with all laws and regulations that may affect cost, progress, and performance of the work, including BABAA requirements.
- F. Disclosure of Lobbying Activities - In conformance with 45 CFR Part 604, the Bidder certifies, to the best of his or her knowledge and belief, that:
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.
 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
 3. The Bidder shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including contracts, subcontracts, and sub-grants under grants and loans) and that all sub-recipients shall certify and disclose accordingly.
 4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- G. Certification Regarding Debarment, Suspension, Ineligibility - The Bidder certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. Where the Bidder is unable to certify to any of the statements in this certification, the undersigned shall attach an explanation to this proposal.
- H. Notice to Labor Unions or other Organizations of Workers (Non-Discrimination In Employment) - The Bidder hereby agrees to the following conditions:

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1. It will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, paid for in whole or in part with funds obtained from the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the provisions prescribed for Government contracts and Federally assisted construction contracts by Sections 202 and 301 of Executive Order 11246, as amended.
2. It will assist and cooperate actively with the Environmental Protection Agency and the Secretary of Labor in obtaining the compliance of Contractors and Subcontractors with said contract provisions and with the rules, regulations, and relevant orders of the Secretary.
3. It will obtain and furnish to the Environmental Protection Agency and to the Secretary of Labor such information as they may require for the supervision of such compliance.
4. It will enforce the obligations of Contractors and Subcontractors under such provisions, rules, regulations and orders.
5. It will carry out sanctions and penalties for violations of such obligations imposed upon Contractors and Subcontractors by the Secretary of Labor or the Environmental Protection Agency.
6. It will refrain from entering any contract subject to this Order or extension or other modification of such a contract with a Contractor or Subcontractor debarred from Government contracts and Federally assisted construction contracts under Part II, Subpart D of this Order, and
7. In the event that he/she fails and refuses to comply with his undertakings, the Bidder agrees that the Environmental Protection Agency may cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, or guarantee), may refrain from extending any further assistance under any of its programs subject to Executive Order 11246, as amended, until satisfactory assurance of future compliance has been received from such Bidder, or may refer the case to the Department of Justice for appropriate legal proceedings.
1. Certification of Non-Segregated Facilities - The Bidder certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his/her establishments, and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained. The Bidder certifies further that he/she will not maintain or provide for his/her employees any segregated facilities at any of his/her establishments, and that he/she will not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained. The Bidder agrees that a breach of this certification is a violation of the Equal Opportunity clause in this contract. As used in this certification, the term segregated facilities means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise. The Bidder agrees that (except where

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he has obtained identical certifications from proposed Subcontractors for specific time periods) he/she will obtain identical certifications from proposed Subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause, and that he/she will retain such certifications in his/her files.

ARTICLE 5—DELETED

ARTICLE 6—TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of days indicated in the Agreement.
- 6.02 [Deleted]
- 6.03 [Deleted]
- 6.04 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7—ATTACHMENTS TO THIS BID

- 7.01 The following documents are submitted with and made a condition of this Bid:
 - A. Required Bid security;
 - B. Demonstration of positive contact with DBEs
- 7.02 Instructions to Bidders
- A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.
- 7.03 Receipt of Addenda
- A. Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Addendum Date
01	3/26/26

ARTICLE 8—DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

- 9.1 By signing this BID, the BIDDER certifies that the BIDDER complies with the following Federal requirements:
 - A. ~~45 CFR Part 604—Disclosure of Lobbying Activities~~

~~B. Certification regarding Debarment, Suspension, and Ineligibility Statement~~

~~C. Notice to Labor Unions or other Organizations of Workers Certification of Non-Segregated Facilities~~

D. All laws and regulations that may affect cost, progress, and performance of the work, including BABA requirements

~~9.2~~ have, have not (check one), participated in a previous contract or subcontract subject to Executive Order No. 11246, as amended, (regarding equal employment opportunity) or a preceding similar Executive Order. See the following for Executive Order No. 11246: <https://www.eeoc.gov/history/executive-order-no-11246>

~~9.3~~ have, have not (check one), previously had contracts subject to the written affirmative action programs requirements of the Secretary of Labor.

9.4 Bidder understands that if Bidder has failed to file any compliance reports that have been required of them, Bidder is not eligible and will not be eligible to have their Bid considered or to enter into the proposed contract unless and until Bidder makes an arrangement regarding such reporting that is satisfactory to the Agency and the office where the reports are required to be filed.

9.5 Bidder understands and acknowledges that the penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

BIDDER: [Indicate correct name of bidding entity]

Isaac Excavating & Construction LLC

By: 
[Signature]

[Printed name] ISAAC JENSEN

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: 
[Signature]

[Printed name] ISAAC JENSEN

Title: OWNER

Submittal Date: 3/31/26

Address for giving notices:

P.O. Box 39, West Charleston WV 25872

Telephone Number: 802-505-0550

Contact Name and e-mail address:

ISAAC JENSEN isaacexcavating@gmail.com



AIA

Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Isaac's Excavating and
Construction LLC
West Charleston, VT 05872

SURETY:
*(Name, legal status and principal place
of business)*

Employers Mutual Casualty Company
717 Mulberry Street
Des Moines, IA 50309

OWNER:

(Name, legal status and address)
City of Newport VT
222 Main St
Newport, VT 05855
BOND AMOUNT: \$ Five percent (5%) of Bid Amount

PROJECT:

(Name, location or address, and Project number, if any)
Gardner Park Siphon Upgrade Contract No 1

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.


This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

Init.

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Signed and sealed this 31st Day of March, 2026.


(Principal) _____ (Seal)


(Witness) Soose


(Title) _____ (Seal)


(Witness) Hannah Marie

Sam Sealer, Attorney in Fact
(Title) _____



Init.

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User Notes:

(877099080)



POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation

- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

Sam Sealer

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the Bid Bond

Any and All Bonds

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

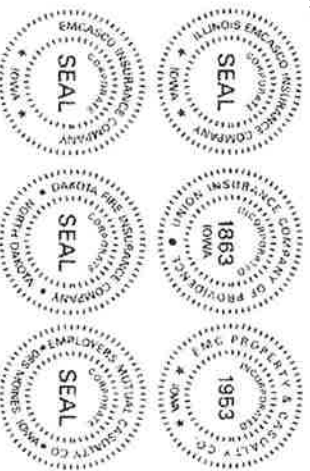
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company hereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 22nd day of September, 2022.

Seals



Scott R. Jean
Scott R. Jean, President & CEO
of Company 1; Chairman, President
& CEO of Companies 2, 3, 4, 5 & 6

Todd Strother
Todd Strother, Executive Vice President
Chief Legal Officer & Secretary of
Companies 1, 2, 3, 4, 5 & 6

On this 22nd day of September, 2022, before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Lovrenidge
Notary Public in and for the State of Iowa

CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 22nd day of September, 2022, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 31st day of March, 2026.

Ryan J. Springer
Vice President

2. PROJECT COST INFORMATION

City of Newport, Vermont
Gardner Park Siphon Upgrade
Contract No. 1
Bid Tabulation
March 31st, 2026

Description of Item	Total Quantity	Unit	Engineers Estimate		Isaac's Excavating & Construction	
			Unit Price	Extended Price	Unit Price	Extended Price
BASE BID						
A - Sewerline						
A-1	15	LF	\$ 210.00	\$ 3,150.00	\$ 250.00	\$ 3,750.00
A-2	42	LF	\$ 250.00	\$ 10,500.00	\$ 300.00	\$ 12,600.00
A-3	270	LF	\$ 60.00	\$ 16,200.00	\$ 90.00	\$ 24,300.00
A-4	162	LF	\$ 325.00	\$ 52,650.00	\$ 225.00	\$ 36,450.00
A-5	91	LF	\$ 420.00	\$ 38,220.00	\$ 250.00	\$ 22,750.00
A-6	904	LF	\$ 95.00	\$ 85,880.00	\$ 100.00	\$ 90,400.00
B - Sewerline Appurtenances						
B-1	20	VF	\$ 1,000.00	\$ 20,000.00	\$ 400.00	\$ 8,000.00
B-2	11	VF	\$ 1,500.00	\$ 16,500.00	\$ 600.00	\$ 6,600.00
B-3	74	VF	\$ 450.00	\$ 33,300.00	\$ 350.00	\$ 25,900.00
B-4	2	EA	\$ 7,500.00	\$ 15,000.00	\$ 5,000.00	\$ 10,000.00
B-5	2	EA	\$ 2,500.00	\$ 5,000.00	\$ 1,500.00	\$ 3,000.00
C - Earthwork						
C-1	5	CY	\$ 175.00	\$ 875.00	\$ 1.00	\$ 5.00
C-2	5	CY	\$ 45.00	\$ 225.00	\$ 1.00	\$ 5.00
C-3	20	CY	\$ 45.00	\$ 900.00	\$ 30.00	\$ 600.00
C-4	30	CY	\$ 95.00	\$ 2,850.00	\$ 50.00	\$ 1,500.00
D - Roadwork						
D-1	280	LF	\$ 10.00	\$ 2,800.00	\$ 10.00	\$ 2,800.00
E - Incidental Work						
E-1	0.25	TON	\$ 500.00	\$ 125.00	\$ 100.00	\$ 25.00
E-2	6	CY	\$ 1,000.00	\$ 6,000.00	\$ 250.00	\$ 1,500.00
E-3	740	LF	\$ 5.00	\$ 3,700.00	\$ 3.00	\$ 2,220.00
E-4	1	EA	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
E-5	300	LF	\$ 30.00	\$ 9,000.00	\$ 20.00	\$ 6,000.00
E-6	100	LF	\$ 10.00	\$ 1,000.00	\$ 8.00	\$ 800.00
F - Contaminated Soils						
F-1	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 160,000.00	\$ 160,000.00
F-2	280	CY	\$ 350.00	\$ 98,000.00	\$ 80.00	\$ 22,400.00
G - Lump Sum						
G-1	1	LS	\$ 44,000.00	\$ 44,000.00	\$ 128,600.00	\$ 128,600.00
G-2	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 17,200.00	\$ 17,200.00
TOTAL BASE BID CONTRACT PRICE:				\$ 486,025.00		\$ 587,555.00

Bid Informalities:
None.

Notes:
1. Engineers Estimate for Bid Item F-1 was calculated prior to knowledge of the soil management requirements and assumed dewatering would be discharged directly on site.


Jamesen Haddad

Construction Project Administrator
Aldrich + Elliott, PC
Engineers representing the City of Newport

**CITY OF NEWPORT
CSO ARPA GRANT
TOTAL PROJECT COST SUMMARY
4/1/2026**

ITEM DESCRIPTION	BLUFF ROAD PS STORAGE			GARDNER PARK SIPHON			TOTAL	
	CWSRF LOAN	CSO ARPA	TOTAL ESTIMATED COSTS	CWSRF LOAN	CSO ARPA	TOTAL ESTIMATED COSTS	CWSRF LOAN	CSO ARPA
CONSTRUCTION								
Bluff Road Pump Station Storage Tank ⁽²⁾		\$125,993	\$125,993				\$0	\$125,993
Change Order #1		\$0	\$0				\$0	\$0
Change Order #2		\$8,991	\$8,991				\$0	\$8,991
Gardner Park Sewer Improvements ⁽¹⁾⁽³⁾					\$587,555	\$587,555	\$0	\$587,555
CONSTRUCTION SUBTOTAL	\$0	\$134,984	\$134,984	\$0	\$587,555	\$587,555	\$0	\$722,539
CONSTRUCTION CONTINGENCY								
Construction Contingency (5%)					\$29,378	\$29,378	\$0	\$29,378
CONSTRUCTION CONTINGENCY SUBTOTAL	\$0	\$0	\$0	\$0	\$29,378	\$29,378	\$0	\$29,378
STEP I - PRELIMINARY ENGINEERING ⁽²⁾								
Preliminary Engineering Report	\$3,500		\$3,500	\$22,200		\$22,200	\$25,700	\$0
Environmental Review	\$3,000		\$3,000			\$0	\$3,000	\$0
Pre-Design	\$9,300		\$9,300			\$0	\$9,300	\$0
STEP I SUBTOTAL	\$15,800	\$0	\$15,800	\$22,200	\$0	\$22,200	\$38,000	\$0
STEP II - FINAL DESIGN ⁽²⁾								
Basic Services - Final Design	\$8,300		\$8,300		\$15,000	\$15,000	\$8,300	\$15,000
Special Services	\$3,700		\$3,700		\$31,400	\$31,400	\$3,700	\$31,400
STEP II SUBTOTAL	\$12,000	\$0	\$12,000	\$0	\$46,400	\$46,400	\$12,000	\$46,400
STEP III - CONSTRUCTION SERVICES ⁽²⁾								
Bid Phase Services	\$3,600		\$3,600		\$5,000	\$5,000	\$3,600	\$5,000
Construction Admin		\$25,900	\$25,900		\$33,500	\$33,500	\$0	\$59,400
Resident Project Rep.		\$25,900	\$25,900		\$28,100	\$28,100	\$0	\$54,000
Special Services - Post Construction		\$1,300	\$1,300		\$3,500	\$3,500	\$0	\$4,800
Special Services - Qualified Environmental Professional			\$0		\$18,425	\$18,425	\$0	\$18,425
STEP III CONSTRUCTION SERVICES SUBTOTAL	\$3,600	\$53,100	\$56,700	\$0	\$88,525	\$88,525	\$3,600	\$141,625
OTHER COSTS								
Administrative/Permit Fees			\$0			\$0	\$0	\$0
Legal & Fiscal			\$0			\$0	\$0	\$0
Short Term Interest			\$0			\$0	\$0	\$0
OTHER SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$31,400	\$188,084	\$219,484	\$22,200	\$751,858	\$774,058	\$53,600	\$939,942
CWSRF LOAN TOTAL							\$53,600	
ARPA CSO GRANT AWARD								\$784,000
REMAINING ARPA CSO GRANT FUNDS								-\$155,942

Notes:

1. Construction cost based on bid received from Isaac's Excavating & Construction on 3/31/2026.
2. Based on executed agreements.
3. Included in the bid from Isaac's Excavating is approximately \$27,100 in unit price items to replace the sewer service for the Chamber of Commerce, which will not be performed.

3. REFERENCES

Contacted by: Kiersten Langdeau 4/2/2026**A. PROJECT:**

NAME OF PROJECT: Shadow Lake Road Bridge Improvements
TOTAL CONTRACT PRICE: \$ 308,000.00 COMPLETION DATE: **October 2025**

B. CONTACT:

NAME: Dexter Lafavoue POSITION: Engineer
COMPANY: New England Consulting Engineers TEL: 802-279-3257

C. PROJECT MANAGEMENT:

1. WHO WAS THE SUPERINTENDENT? Isaac
2. HOW DID THIS PERSON EFFECT THE QUALITY/OUTCOME OF THE PROJECT? He was involved in all aspects of the project
3. PLEASE GIVE AN OVERALL STATEMENT OF THE PROJECT MANAGEMENT ON THIS JOB. They did a great job
4. HOW WELL DID CONTRACTOR MAINTAIN RECORDS? No record keeping for this project
5. WAS CONTRACTOR RESPONSIVE TO ENGINEER, MUNICIPALITY, STATE, AND FEDERAL CONCERNS? Yes

D. SCHEDULING:

1. WAS CONTRACTOR ABLE TO SUBMIT AND FOLLOW ACCEPTABLE SCHEDULES? Yes
2. WAS THE PROJECT COMPLETED ON SCHEDULE? Yes
3. IF NOT, WHY? NA
4. HOW MUCH LATER WAS THE COMPLETION DATE OF THE PROJECT? NA
5. WERE THERE ANY LIQUIDATED DAMAGES? NA
6. WHAT WAS THE SUM OF LIQUIDATED DAMAGES? NA

E. CHANGE ORDERS:

1. HOW MANY CHANGE ORDERS WERE THERE? None
2. HOW MUCH COST WAS ADDED BY CHANGE ORDERS? NA
3. WHO WAS RESPONSIBLE FOR CHANGE ORDER? NA
4. WERE THERE ANY COST OVERRUNS? No
5. HOW DID THIS EFFECT THE FINAL COST OF THE PROJECT? NA

F. RECOMMENDATION:

1. WOULD YOU USE THIS CONTRACTOR AGAIN, AND WHY? Yes because overall they excellent
2. WOULD YOU RECOMMEND THE CONTRACTOR FOR THIS PROJECT? Yes

G. WORKING RELATIONSHIP:

1. WAS THE CONTRACTOR FAIR TO WORK WITH AND GET ALONG WITH? yes
2. WHO MADE THIS RELATIONSHIP WORK/NOT WORK? All parties involved

H. PROJECT OPERATIONS:

1. HOW WELL DID THE CONTRACTOR MAINTAIN WEEKLY CONSTRUCTION CLEANUP? Fine
2. DID CONTRACTOR CONDUCT WORK IN A WORKMANLIKE MANNER? Yes
3. DID THE CONTRACTOR ENCOURAGE AND MAINTAIN A SAFE WORK ENVIRONMENT? Yes
4. COMMENT ON THE QUALITY OF THE WORK THROUGHOUT THE PROJECT AND THE FINAL PRODUCT. Everything went well, this was out second project working with them

ANALYSIS OF BID

ISAAC'S EXCAVATION AND CONSTRUCTION, LLC

Contacted by: Kiersten Langdeau 4/2/2026

**CITY OF NEWPORT, VERMONT
GARDNER PARK SIPHON UPGRADE
CONTRACT NO. 1**

I. COMMENTS:

1. IS THERE ANYTHING ELSE THAT YOU WOULD LIKE TO SAY ABOUT THE CONTRACTOR? NA

ISAAC'S EXCAVATION AND CONSTRUCTION, LLC

Contacted by: Kiersten Langdeau 04/02/2026

A. PROJECT:

NAME OF PROJECT: Nutt Lane Watermain
TOTAL CONTRACT PRICE: \$ 375,000.00 COMPLETION DATE: **June 2024**

B. CONTACT:

NAME: Robert Clark POSITION: Engineer/ President
COMPANY: Otter Creek Engineering TEL: 802-989-6347

C. PROJECT MANAGEMENT:

1. WHO WAS THE SUPERINTENDENT? Isaac

2. HOW DID THIS PERSON EFFECT THE QUALITY/OUTCOME OF THE PROJECT? Great to work with

3. PLEASE GIVE AN OVERALL STATEMENT OF THE PROJECT MANAGEMENT ON THIS JOB. Great job, had some challenges and he adjusted schedule

4. HOW WELL DID CONTRACTOR MAINTAIN RECORDS? It was good no complaints

5. WAS CONTRACTOR RESPONSIVE TO ENGINEER, MUNICIPALITY, STATE, AND FEDERAL CONCERNS? Yes

D. SCHEDULING:

1. WAS CONTRACTOR ABLE TO SUBMIT AND FOLLOW ACCEPTABLE SCHEDULES? Yes

2. WAS THE PROJECT COMPLETED ON SCHEDULE? Yes

3. IF NOT, WHY? NA

4. HOW MUCH LATER WAS THE COMPLETION DATE OF THE PROJECT? NA

5. WERE THERE ANY LIQUIDATED DAMAGES? NA

6. WHAT WAS THE SUM OF LIQUIDATED DAMAGES? NA

E. CHANGE ORDERS:

1. HOW MANY CHANGE ORDERS WERE THERE? 3-4

2. HOW MUCH COST WAS ADDED BY CHANGE ORDERS? ~\$15,000.00

3. WHO WAS RESPONSIBLE FOR CHANGE ORDER? Owner

4. WERE THERE ANY COST OVERRUNS? No

5. HOW DID THIS EFFECT THE FINAL COST OF THE PROJECT? NA

F. RECOMMENDATION:

1. WOULD YOU USE THIS CONTRACTOR AGAIN, AND WHY? Yes, good to work with

2. WOULD YOU RECOMMEND THE CONTRACTOR FOR THIS PROJECT? I haven't done sewer with Isaacs yet so I can't make recommendation. They did do good on the waterline project we had with them and we have a smaller less complicated sewer line project coming up with them.

G. WORKING RELATIONSHIP:

1. WAS THE CONTRACTOR FAIR TO WORK WITH AND GET ALONG WITH? Yes

2. WHO MADE THIS RELATIONSHIP WORK/NOT WORK? Isaac

H. PROJECT OPERATIONS:

1. HOW WELL DID THE CONTRACTOR MAINTAIN WEEKLY CONSTRUCTION CLEANUP? A little messy but responsive too feedback

2. DID CONTRACTOR CONDUCT WORK IN A WORKMANLIKE MANNER? Yes

3. DID THE CONTRACTOR ENCOURAGE AND MAINTAIN A SAFE WORK ENVIRONMENT? Yes

4. COMMENT ON THE QUALITY OF THE WORK THROUGHOUT THE PROJECT AND THE FINAL PRODUCT. No comment

ANALYSIS OF BID

**CITY OF NEWPORT, VERMONT
GARDNER PARK SIPHON UPGRADE
CONTRACT NO. 1**

ISAAC'S EXCAVATION AND CONSTRUCTION, LLC

Contacted by: Kiersten Langdeau 04/02/2026

I. COMMENTS:

1. IS THERE ANYTHING ELSE THAT YOU WOULD LIKE TO SAY ABOUT THE CONTRACTOR? Did paperwork by hand so that can be a little challenging

ISAAC'S EXCAVATION AND CONSTRUCTION, LLC

Contacted by: Kiersten Langdeau 04/02/2026

A. PROJECT:

NAME OF PROJECT:	Fairview Terrace Watermain
TOTAL CONTRACT PRICE: \$	365,000.00
COMPLETION DATE:	August 2024

B. CONTACT:

NAME:	Charles Flower	POSITION:	Engineer
COMPANY:	Dufresne Group	TEL:	802-279-3546

C. PROJECT MANAGEMENT:

1. WHO WAS THE SUPERINTENDENT? Isaac
2. HOW DID THIS PERSON EFFECT THE QUALITY/OUTCOME OF THE PROJECT? On top of his game, involved in everything
3. PLEASE GIVE AN OVERALL STATEMENT OF THE PROJECT MANAGEMENT ON THIS JOB. Well
4. HOW WELL DID CONTRACTOR MAINTAIN RECORDS? They submitted standard record drawings, and their submittals were fine
5. WAS CONTRACTOR RESPONSIVE TO ENGINEER, MUNICIPALITY, STATE, AND FEDERAL CONCERNS? Yes

D. SCHEDULING:

1. WAS CONTRACTOR ABLE TO SUBMIT AND FOLLOW ACCEPTABLE SCHEDULES? Yes
2. WAS THE PROJECT COMPLETED ON SCHEDULE? Yes
3. IF NOT, WHY? NA
4. HOW MUCH LATER WAS THE COMPLETION DATE OF THE PROJECT? NA
5. WERE THERE ANY LIQUIDATED DAMAGES? NA
6. WHAT WAS THE SUM OF LIQUIDATED DAMAGES? NA

E. CHANGE ORDERS:

1. HOW MANY CHANGE ORDERS WERE THERE? 1
2. HOW MUCH COST WAS ADDED BY CHANGE ORDERS? ~\$8,000
3. WHO WAS RESPONSIBLE FOR CHANGE ORDER? Client
4. WERE THERE ANY COST OVERRUNS? No
5. HOW DID THIS EFFECT THE FINAL COST OF THE PROJECT? NA

F. RECOMMENDATION:

1. WOULD YOU USE THIS CONTRACTOR AGAIN, AND WHY? Yes, they are not huge but they are great to work with
2. WOULD YOU RECOMMEND THE CONTRACTOR FOR THIS PROJECT? Yes, we haven't done sewer with Isaac, but we have done directional drilling with them and laid pipe with them.

G. WORKING RELATIONSHIP:

1. WAS THE CONTRACTOR FAIR TO WORK WITH AND GET ALONG WITH? Yes
2. WHO MADE THIS RELATIONSHIP WORK/NOT WORK? Very good communication from Isaac, prioritizes communication with engineer and local homeowners

H. PROJECT OPERATIONS:

1. HOW WELL DID THE CONTRACTOR MAINTAIN WEEKLY CONSTRUCTION CLEANUP? Very well
2. DID CONTRACTOR CONDUCT WORK IN A WORKMANLIKE MANNER? Yes
3. DID THE CONTRACTOR ENCOURAGE AND MAINTAIN A SAFE WORK ENVIRONMENT? Yes
4. COMMENT ON THE QUALITY OF THE WORK THROUGHOUT THE PROJECT AND THE FINAL PRODUCT. Isaac is a high quality installer

ISAAC'S EXCAVATION AND CONSTRUCTION, LLC

Contacted by: Kiersten Langdeau 04/02/2026

I. COMMENTS:

1. IS THERE ANYTHING ELSE THAT YOU WOULD LIKE TO SAY ABOUT THE CONTRACTOR? NA

4. BID BOND/INSURANCE

CITY OF NEWPORT, VERMONT
GARDNER PARK SIPHON UPGRADE
CONTRACT NO. 1

ANALYSIS OF BID
Isaac's Excavation & Construction LLC

BONDING AND INSURANCE AGENT

April 3, 2026

A. SURETY: Nationwide Mutual Insurance Company
One West Nationwide Blvd, 1-14-301, Columbus, Oh 43215 – 2220
B. BONDING AGENT: Acrisure
Phone: 802-383-1663
Fax: N/A
C. CONTACT: Robin Faraone
Tel: 802-383-1663
Fax:
D. HOW LONG HAVE THEY BEEN DOING BUSINESS WITH CONTRACTOR:
Since 2013
E. IS THEIR BONDING CAPACITY SUFFICIENT?
Yes
F. DO THEY ALSO HANDLE INSURANCE POLICIES:
Yes
G. DEFAULTED ON ANY PROJECTS:
No
H. BOND COMPANY ON "LIST OF FEDERAL SURETY COMPANIES":
Yes
I. COMMENTS:
None
J. REQUEST REFERENCE LETTER: See Attached



Surety & Construction Specialists

04/01/2026

Jamesen Haddad
Aldrich + Elliott, PC
6 Market Place, Suite 2
Essex Jct., VT 05452

Re Isaac's Excavation &
Construction LLC

This letter will serve to confirm that Isaac's Excavation & Construction LLC has been a client of SBG Bonding since 2024.

Isaac's Excavation & Construction LLC has a surety credit facility in place with Employers Mutual Casualty Company for up to \$2,000,000 single job range per bid, and an aggregate program of \$4,000,000 of total program aggregate. They have never defaulted on any projects. Employers Mutual Casualty Company is on the list of federal surety companies. Employers Mutual Casual Company is prepared to issue the required performance and payment bonds for the above-mentioned project in the amount of \$587,555.00

Isaac's Excavation & Construction LLC is a very good customer of SBG Bonding and has always fulfilled its obligations.

Sincerely,

A handwritten signature in black ink, appearing to read 'Luke Sealer', written over a horizontal line.

Luke Sealer
SBG Bonding
972-979-3138
sam@sbgbonding.com



April 3, 2026

Jamesen Haddad
Aldrich + Elliott, PC
6 Market Place, Suite 2
Essex Jct., VT 05452

Re: Isaacs Excavating and Construction LLC Bond Program

Dear Mr. Haddad:

Isaacs Excavating and Construction LLC is a valued client of Nationwide Mutual Insurance, an A.M. Best A-rated company. Isaacs Excavating and Construction LLC has no surety losses in their history of bonding.

Currently, their bonding program allows Isaacs Excavating and Construction LLC the capacity to bond for \$750,000 for a single job and a total work program, including uncompleted work of \$1,500,000. These numbers are not absolute and could be adjusted if need be.

The execution of any bonds is subject to:

- ❖ Isaacs Excavating and Construction LLC's acceptance of the contract award.
- ❖ Our review and acceptance of bond forms, contract terms and conditions, verification of complete project financing and other relevant underwriting criteria.

We give Isaacs Excavating and Construction LLC our highest recommendation as to dependability, moral character, judgment, integrity and performance.

Nationwide Mutual Insurance

A handwritten signature in black ink, appearing to read 'Robin W. Faraone'. The signature is written in a cursive style.

Robin W. Faraone, CLCS, CLIP, CRIS Attorney-in-Fact
for Nationwide Mutual Insurance
Attachment: Power of Attorney

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:
BRIAN KRAFT; JEFFREY LABONTE; JOANNE VANDYK; JONATHAN SMITH; MATTHEW J CAMPBELL; MELINDA BERO; ROBIN FARAONE; T IAN SUTHERLAND

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf on the date thereof any and all: (i) bonds and undertakings; (ii) Proposal Bonds; (iii) Letters of Surety; (iv) Consent of Surety; and (v) other obligatory instruments of similar nature, in penalties not exceeding the sum of

TWO MILLION AND NO/100 DOLLARS (\$2,000,000.00)

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 23rd day of October, 2025.

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF OHIO COUNTY OF FRANKLIN: ss

On this 23rd day of October, 2025, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Karen L. Karn
Notary Public, State of Ohio
No. 2018-RE-719796
Commission Expires July 7, 2028

Notary Public
My Commission Expires
July 7, 2028

CERTIFICATE

I, Lezlie F. Chimiienti, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 3rd day of April 2026

Assistant Secretary

5. FINANCIAL DATA

CITY OF NEWPORT, VERMONT
GARDNER PARK SIPHON UPGRADE
CONTRACT NO. 1

ANALYSIS OF BID
Isaac's Excavation & Construction LLC

FINANCIAL DATA

Date April 2, 2026

A. BANK: PASSUMPSCIC BANK
B. CONTACT: ELLEN STANLEY Tel: 802-334-8506 x5511 Fax: 802-334-1061
C. HOW LONG HAVE YOU BEEN DOING BUSINESS WITH CONTRACTOR: May 2022
D. AVERAGE BALANCE DEPOSIT ACCOUNT(S): LOW SIX FIGURE
E. HAVE THEY HANDLED ALL ACCOUNTS AS AGREED: YES
F. DO THEY HAVE A LINE OF CREDIT: YES
G. COMMENTS:
H. REQUEST REFERENCE LETTER: See Attached



Passumpsic Bank

Start your adventure.

April 2, 2026

Jamesen Haddad
Aldrich & Elliott, PC
6 Market Place, Suite 2
Essex Jct., VT 05452

Re: Isaac's Excavating and Construction LLC

Dear Mr. Haddad:

This letter will serve to confirm that Passumpsic Bank has had a commercial deposit relationship with Isaac's Excavating and Construction LLC, since May 4, 2022.

Isaac's Excavating and Construction LLC, maintains corporate deposits with the bank in the low six figure range. They also have a line of credit in the low six figure range.

Overall their account relationship has been handled in a satisfactory manner.

Sincerely,

Ellen Stanley
Vice President

6. PROOF OF ADVERTISEMENT FOR BIDS

TOWN ROAD AND BRIDGE STANDARDS

MUNICIPALITY OF City of Newport, VERMONT

(January 21, 2026)

The Legislative Body of the Municipality of Newport hereby adopts the following Town Road and Bridge Standards which shall apply to the construction, repair, and maintenance of town roads and bridges.

The standards below are considered minimums. Municipalities that have construction standards / specifications in place that meet or exceed the minimum standards: indicate adoption date and include as Appendix C. **Date of Adoption:** 4/16/2026

Municipalities must comply with all applicable state and federal approvals, permits and duly adopted standards when undertaking road and bridge activities and projects.

Any new road regulated by and/or to be conveyed to the municipality shall be constructed according to the minimum of these standards.

Circle **YES** or **NO** below to indicate town adoption of that section of the Standards

Road and Bridge Standards Sections	Hydrologically-connected road segments*	Non-hydrologically-connected road segments**
Section 1 – Municipal Road Standards	<input checked="" type="radio"/> YES (Required by MRGP)	<input checked="" type="radio"/> YES <input type="radio"/> NO
Section 2 – Class 4 Road Standards	<input checked="" type="radio"/> YES (Required by MRGP)	<input checked="" type="radio"/> YES <input type="radio"/> NO
Town wide		
Section 3 - Perennial stream- bridge and culvert standards	YES (Required by DEC Stream Alteration Standard)	
Section 4 – Intermittent stream crossings	<input checked="" type="radio"/> YES	<input type="radio"/> NO
Section 5- Drainage crossings	<input checked="" type="radio"/> YES	<input type="radio"/> NO
Section 6 - Roadway construction standards	<input checked="" type="radio"/> YES	<input type="radio"/> NO
Section 7 - Guardrail standard	<input checked="" type="radio"/> YES	<input type="radio"/> NO
Section 8 - Driveway access standard	<input checked="" type="radio"/> YES	<input type="radio"/> NO

Road segments – ANR Resources Atlas includes a map layer of all of Vermont’s municipal roads divided into 100-meter (328 foot) segments, each with a unique identification number.

***Hydrologically-connected road segments** - are those municipal road segments and catch basin outlets, Class 1-4, as shown on the ANR Natural Resources Hydrologically-connected municipal road segment layer (<http://annrmaps.vermont.gov/websites/anna5/>) or the Road Erosion Inventory Scoring (MRGP Implementation Table portal) layer (<https://anrweb.vt.gov/DEC/IWIS/MRGPReportViewer.aspx?ViewParams=True&Report=Portal>).

**** Adoption of standards on non-hydrologically-connected road segments** does not indicate that these road segments are then subject to the Municipal Roads General Permit (MRGP).

Municipalities may also find additional resources in the latest version of the [Vermont Better Roads Manual](https://vtrans.vermont.gov/sites/aot/files/Better%20Roads%20Manual%20Manual%20Final%202024.pdf).
<https://vtrans.vermont.gov/sites/aot/files/Better%20Roads%20Manual%20Manual%20Final%202024.pdf>

Road and Bridge Standards Sections

Section 1 – Municipal Road Standards - See Appendix A

These standards are required by Act 64 and the DEC Municipal Roads General Permit (MRGP) for hydrologically-connected roads only.

Municipalities may adopt Section 1 Road standards by road type for non-hydrologically-connected roads/segments/catch basins.

Section 2 – Class 4 Road Standards - See Appendix A

Section 3 - Perennial stream - bridge and culvert standards

Bridge and culvert work on perennial stream crossings must conform with the statewide DEC Stream Alteration Standard.

“Perennial stream” means a watercourse or portion, segment, or reach of a watercourse, generally exceeding 0.25 square miles in watershed size, in which surface flows are not frequently or consistently interrupted during normal seasonal low flow periods. Perennial streams that begin flowing subsurface during low flow periods, due to natural geologic conditions, remain defined as perennial. All other streams, or stream segments of significant length, shall be termed intermittent. A perennial stream shall not include the standing waters in wetlands, lakes, and ponds.

Streambank stabilization and other in-stream work must conform with the statewide DEC Stream Alteration Standard.

For River Management Engineer Districts: https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/RME_districts.pdf

Section 4 – Intermittent stream crossings – See Appendix B for sizing table and graphic. These standards are above and beyond the culvert standards in Section 1.

“Intermittent streams” are defined as streams with beds of bare earthen material that run during seasonal high flows but are disconnected from the annual mean groundwater level.

Section 5 – Drainage crossings (NOT perennial or intermittent streams)- Upon replacement, municipally owned or maintained cross culverts shall be a minimum of 18”. Undersized drainage crossings shall be upsized 6-12” if road geometry allows. Indications that a culvert is undersized include a culvert that plugs with sediment and/or gets washed out during rain events.

Section 6 – Roadway construction standards – Sub-base and gravel standards

All new or substantially reconstructed gravel roads shall have ___inches* thick gravel sub-base, with an additional ___inches* top course of crushed gravel.

All new or substantially reconstructed paved roads shall have ___inches* thick gravel sub-base.

*Municipalities shall indicate their own construction criteria.

Section 7 - Guardrail standard

When a roadway, culvert, bridge, or retaining wall construction or reconstruction project results in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, the AASHTO Roadside Design Guide will govern the analysis of the hazard and the subsequent treatment of that hazard. For roadway situations, an approved barrier system may be steel beam guardrail with 6-foot posts and approved guardrail end treatment. If there is less than 3 feet from the rail to the hazard, then steel beam guardrail with 8-foot posts shall be used. The G-1D is an example of an approved guardrail end treatment. For bridge rails systems, VTrans bridge rail standards shall be referenced

Section 8 - Driveway access standard

The municipality has a process in place, formal or informal, to review all new drive accesses and development roads where they intersect town roads, as authorized under 19 V.S.A. Section 1111. Municipality may reference VTrans Standard A-76 Standards for Town & Development Roads and B-71a and b Standards for Residential and Commercial Drives; the VTrans Access Management Program Guidelines; and the latest version of the Vermont Better Roads Manual for other design standards and specifications.

Passed and adopted by the Legislative Body of the Municipality of Newport City, State of Vermont on April 6, 2026

Selectboard / City Council / Village Board of Trustees:



Appendix A

MUNICIPAL ROAD STANDARDS

The following standards constitute the minimum required Best Management Practices (BMPs) for municipal roads. These standards shall apply to the construction, repair, and maintenance of all town roads and bridges.

It is the municipality's responsibility to maintain all practices after installation. Roads not meeting these standards must implement the BMPs listed below in order to meet the required town's standards.

Feasibility

Municipalities shall implement these standards to the extent feasible. In determining feasibility, municipalities may consider the following criteria: The implementation of a standard listed in Part 6 of this general permit does not require the acquisition of additional state or federal permits³ or noncompliance with such permits, or noncompliance with any other state or federal law. The implementation of a standard does not require the condemnation of private property; impacts to significant environmental and historic resources, including historic stone walls, historic structures including structures registered on either the Vermont State Register of Historic Places or the National Register of Historic Places, or removing vegetation within 250 feet of a lakeshore; impacts to buried utilities; and excessive hydraulic hammering of ledge. Additionally, the implementation of any standard shall not be required if it would render the road unsafe for travel.

Municipalities shall document in the REI Reassessment each instance where feasibility affects implementation of the standards.

Standards for All Construction and Soil Disturbing Activities

Following construction and soil disturbance on a hydrologically-connected road segment, all bare or unvegetated areas shall be revegetated with seed and mulch, hydroseeded, or stone lined within 5 days of disturbance of soils, or, if precipitation is forecast, sooner. Projects authorized under the Construction General Permit (CGP 3-9020) or Individual Construction Stormwater Permit (INDC) shall instead comply with the terms and conditions of that permit.

Standards for Open Drainage Roads (Not Class 4)

The following are the required standards for all non-compliant hydrologically-connected open drainage roads. To maintain compliance with the requirements of this General Permit, municipalities shall apply these standards to all new construction, general BMP maintenance, and significant upgrades of stormwater treatment practices.

A. Roadway/Travel Lane Standards

1. Roadway Crown

a. Gravel roads shall be crowned, in or out-sloped:

Minimum: $\frac{1}{4}$ " per foot

Recommended: $\frac{1}{4}$ " – $\frac{1}{2}$ " per foot or 2% – 4%.

³ Self-verification under a non-reporting permit category does not constitute a permit for purposes of this section.

b. Paved/ditched roads shall be crowned during new construction, redevelopment, or repaving where repaving involves removal of the existing paving.

Minimum: 1/8" per foot or 1% Recommended: 1% - 2%.

2. Shoulder berms (also called Grader/plow Berm/Windrows)

Shoulder berms shall be removed to allow precipitation to shed from the travel lane into the road drainage system. Roadway runoff shall flow in a distributed manner to the drainage ditch or filter area and there shall be no shoulder berms or evidence of a "secondary ditch". Shoulder berms may remain in place if the road crown is in-sloped or out-sloped to the opposite side of the road from berm side of road. The shoulder berm standard only applies to open drainage gravel roads.

A. Road Drainage Standards

Roadway runoff shall flow in a distributed manner to grass or a forested area by lowering road shoulders or conversely by elevating the travel lane level above the shoulder. Road shoulders shall be lower than travel lane elevation. If distributed flow is not possible, roadway runoff may enter a drainage ditch, stabilized as follows:

1. For roads with slopes between 0% and 5%: At a minimum, grass-lined ditch, no bare soil. Geotextile and erosion matting may be used instead of seed and mulch.

Alternatively, ditches may be stabilized using any of the practices identified for roads with slopes 5% or greater included in Sub-part B.2, below.

Recommended shape: trapezoidal or parabolic cross section with mild side slopes; two foot horizontal per one foot vertical or flatter and 2-foot ditch depth.

2. For roads with slopes 5% or greater but less than 8%:

a. Stone-lined ditch: minimum 6" - 8" minus stone or the equivalent for new practice construction. Recommended fractured stone with 2-foot ditch depth from top of stone-lined bottom,

b. Grass-lined ditch with stone check dams⁴, or

c. Grass-lined ditch if installed with disconnection practices such as cross culverts and/or turnouts to reduce road stormwater runoff volume. There shall be at least two cross culverts or turnouts per segment disconnecting road stormwater out of the road drainage network into vegetated areas or spaced every 160'.

3. For roads with slopes of 8% or greater: Stone-lined ditch. Stone-lined ditches are not required if the toe of the ditch backslope is located outside of the town right-of-way.

a. For slopes greater than or equal to 8% but less than 10%: minimum 6"-8" minus stone or the equivalent for new construction. Recommended fractured stone with 2-foot ditch depth from top of stone-lined bottom.

⁴ See check dam installation specifications.

b. For slopes greater than 10%: minimum 6-8" minus stone. Recommended 12" minus fractured stone or the equivalent. Recommended 2-foot ditch depth from top of stone-lined bottom.

4. If appropriate, bioretention areas, level spreaders, armored shoulders, and sub-surface drainage practices may be substituted for the above road drainage standards.

C. Drainage Outlets to Waters & Turnouts

Roadway drainage shall be disconnected from waterbodies and defined channels, since the latter can act as a stormwater conveyance, and roadway drainage shall flow in a distributed manner to a grass or forested filter area. Drainage outlets and conveyance areas shall be stabilized as follows:

1. Turn-outs - all drainage ditches shall be turned out to avoid direct outlet to surface waters.

2. There must be adequate outlet protection at the end of the turnout, based upon slope ranges below. Turnout slopes shall be measured on the bank where the practice is located and not based on the road slope.

a. For turnouts with slopes of 0% or greater but less than 5%: stabilize with grass at minimum. Alternatively, stabilize using the practices identified in Sub-parts (b)-(c), below, when possible.

b. For turnouts with slopes 5% or greater: stabilize with stone.

c. For slopes greater than 5% but less than 10%: minimum 6"-8" minus stone or the equivalent for new construction.

d. For slopes greater than 10%: minimum: 6-8" minus stone or equivalent for new construction. Recommended 12" minus fractured stone or the equivalent.

D. Municipal Cross Culverts and Intermittent Stream Culverts

1. All municipal culverts- Culvert end treatment or headwall required for areas with slopes 5% or greater, if erosion is due to absence of these structures. End treatment or headwall is required for new construction on road segment slopes 5% or greater.

2. All municipal culverts- Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction on road segment slopes 5% or greater.

3. Cross culverts- Upgrade to 18" culvert (minimum), if erosion is due to inadequate size or absence of structure.

4. In instances where intermittent streams enter the municipal road drainage network, the Secretary requires culvert sizing based on in-field and mapping techniques described in the Intermittent Stream Crossing Sizing Guidance, found in Appendix B.

5. Drainage culverts conveying perennial waters are subject to coverage under the DEC Stream Alteration General Permit. MRGP Standards do not apply to culverts conveying perennial waters.

6. A French Drain (also called an Under Drain) or French Mattress (also called a Rock Sandwich) sub-surface drainage practice may be substituted for a cross culvert.

E. Driveway Culverts within the municipal ROW

1. Culvert end treatment or headwall required for areas with road segment slopes of 5% or greater, if erosion is due to absence of these structures. End treatment or headwall is required for new construction.
2. Stabilize outlet such that there will be no scour erosion, if erosion is due to absence or inadequacy of outlet stabilization. Stone aprons or plunge pools required for new construction.
3. Upgrade to minimum 15” culvert, 18” recommended, if erosion is due to inadequate size or absence of structure.
4. Intermittent streams may enter the municipal road drainage network, and in these cases, the Secretary requires culvert sizing based on in-field and mapping techniques described in Appendix B.
5. Driveway culverts conveying perennial waters are subject to coverage under the DEC Stream Alteration General Permit.

Standards for Closed Drainage Roads

Catch Basin Outlet Stabilization: All hydrologically-connected catch basin outlets shall be stabilized to eliminate all rill and gully erosion. Catch basin outlet stabilization practices include: stone-lined ditch, stone apron, check dams, culvert header/headwall, and green stormwater infrastructure practices such bioretention practices, when appropriate.

Standards for Connected Class 4 Roads

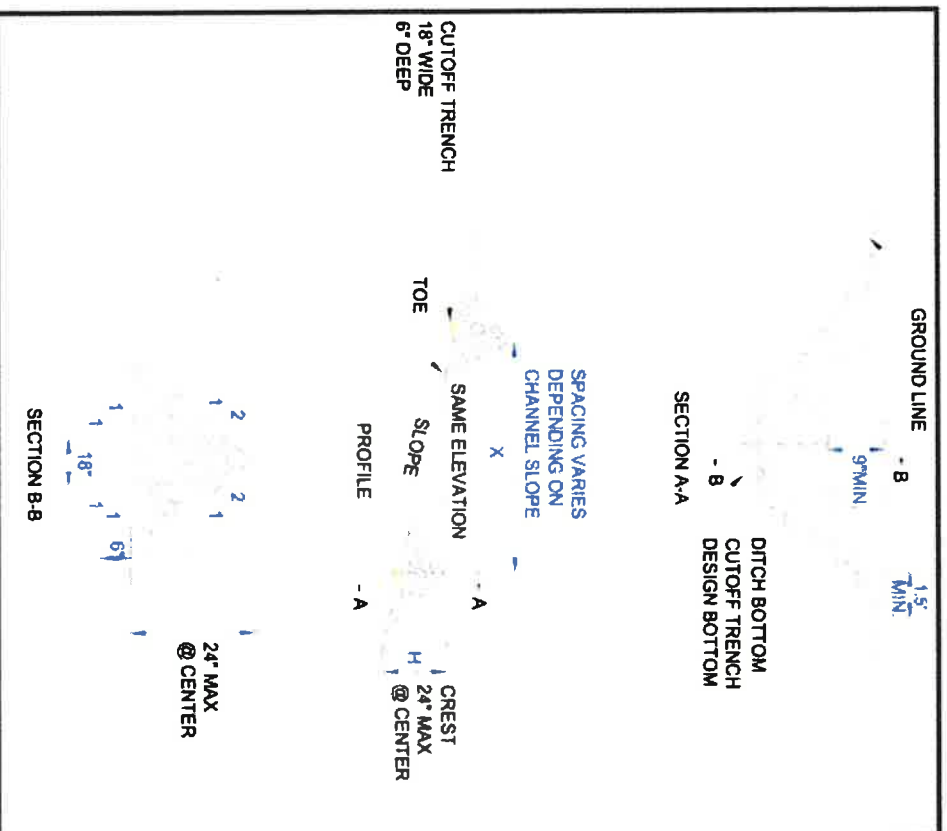
Stabilize any areas of gully erosion identified in the REI with the practices described above or equivalent practices. Disconnection practices such as broad-based dips and water bars may replace cross culverts and turnouts.

Stone Check Dam Specification

- Height: No greater than 2 feet. Center of dam should be 9 inches lower than the side elevation
- Side slopes: 2:1 or flatter
- Stone size: Use a mixture of 2 to 9 inch stone
- Width: Dams should span the width of the channel and extend up the sides of the banks
- Spacing: Space the dams so that the bottom (toe) of the upstream dam is at the elevation of the top (crest) of the downstream dam. This spacing is equal to the height of the check dam divided by the channel slope.

$$\text{Spacing (in feet)} = \frac{\text{Height of check dam (in feet)}}{\text{Slope in channel (ft/ft)}}$$

- Maintenance: Remove sediment accumulated behind the dam as needed to allow channel to drain through the stone check dam and prevent large flows from carrying sediment over the dam. If significant erosion occurs between check dams, a liner of stone should be installed.



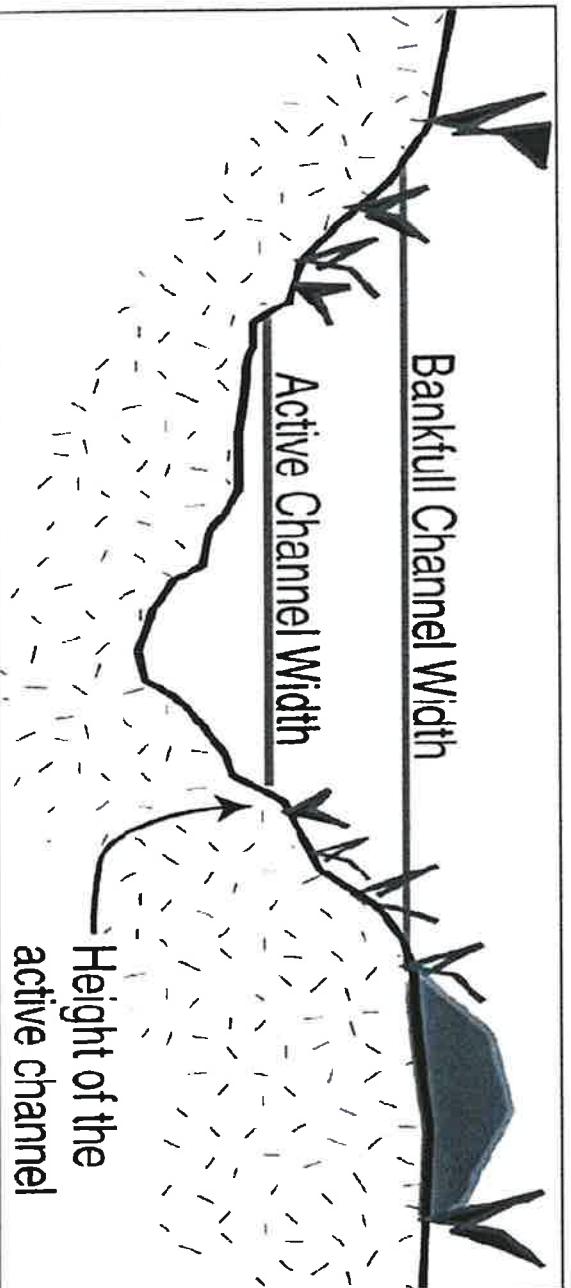
Appendix B. Intermittent Stream Crossing Specification

VT DEC Watershed Management Division Date: June 2022

Per 6.3.D of the Municipal Road General Permit, all municipal road crossings on intermittent streams require sizing of new and replacement structures to be based on the Active Channel Width (ACW).

1. Intermittent streams will be field identified and consist of a defined channel entering the road network and a defined channel leaving the road network. The absence of surface base flows for an extended period of the year and the watershed size, typically under 0.25 mi², differentiates these stream channels from perennial stream channels.
2. Hydraulics sizing of intermittent stream crossings will conform with the VTrans Hydraulics Manual for the roadway classification, Chapter 4 - Table 4-2. The design of these culverts will satisfy criteria in Chapter 6 - section 6.4.
3. Embedment of culverts on intermitted streams if often beneficial for sediment transport and to reduce the need to increase road heights when maintaining adequate cover above the pipe; minimum embedment of 1' for 4-6' culverts.
4. Culvert end treatments are required for intermittent stream crossings. Inlet and outlet headwalls must consist of any combination of VTrans stone fill with a grubbing layer, laid-up stone, reinforced concrete, and/or a culvert end section.
5. Culvert slope to match stream bed slope. Outlet apron at culvert end using of E-stone is recommended – see details.

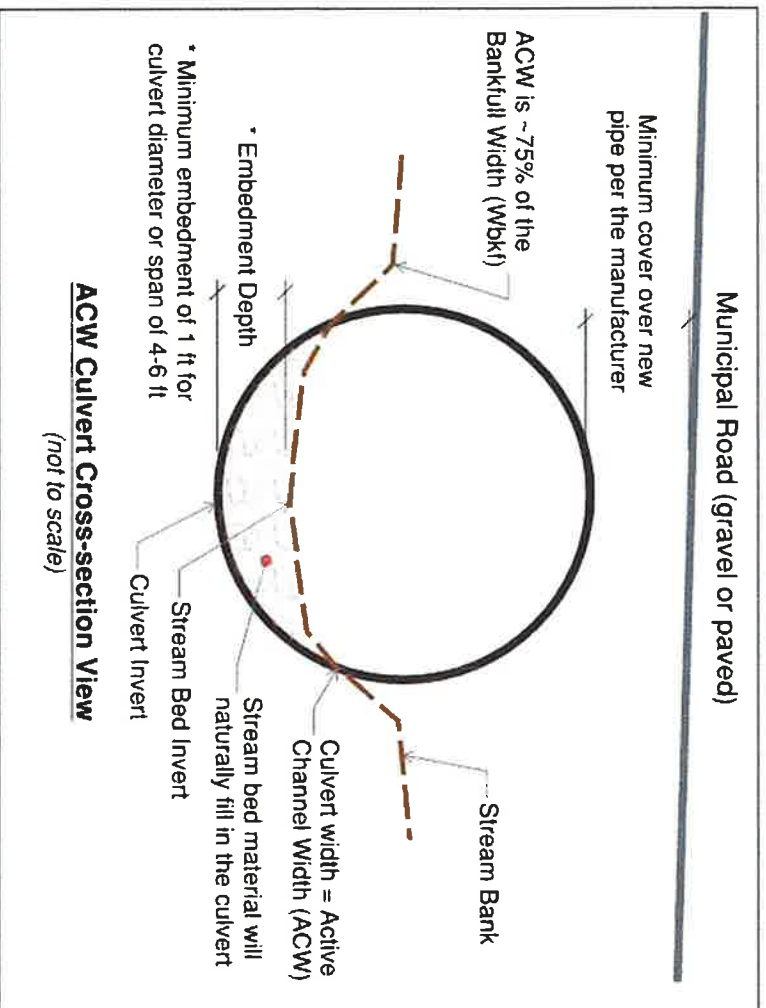
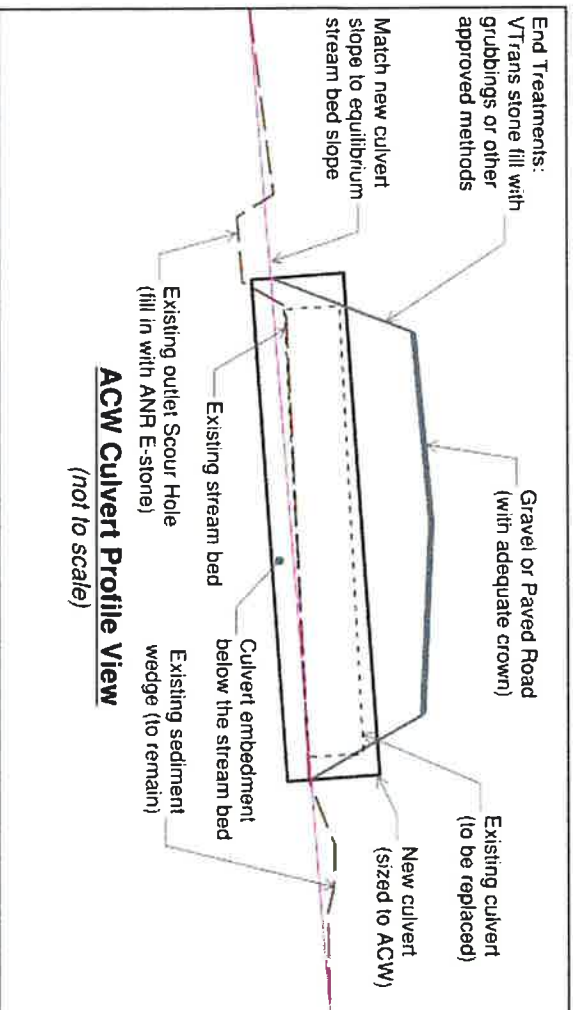
Determining the Active Channel Width on Intermittent Streams



Active Channel Width (ACW) is defined as the limits of streambed scour on banks formed by prevailing stream discharges, measured perpendicular to streamflow. The active channel width is narrower than the bankfull width (~75%) and is defined by a break in slope on the channel bank, typically seen as the edge of permanent vegetation.

Culvert Sizing for Crossings on Intermittent Streams:

Determine the ACW through field measurements, **the culvert sizing will meet or exceed the Active Channel Width**. * To obtain the measurements, go to a typical crossing location and obtain several upstream and downstream Active Channel Width measurements in riffles or straighter sections which are often the narrow channel width locations. * The selected active channel width for the structure will be a representative average of these field measurements.



ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS

TA-60

19 V.S.A. § 306(f)

TOWN of Newport City Fiscal Year 2027 Begin 7/1/2026 End 6/30/2027

INCOME

DESCRIPTION	ESTIMATED
State Funds - 19 V.S.A. Section 306(a):	
Class 1 \$13040.04	\$ 85,546.74
Class 2 \$4786.19	\$ 38,279.94
Class 3 \$1783.19	\$ 38,606.06
Town Tax Funds - 19 V.S.A. Section 307	\$ 2,013,869
Special Funds (e.g., bonds or earmarks):	
a. <i>Paving - Reconstruction</i>	\$ 390,000
b. <i>Equipment</i>	\$ 200,000
c. <i>Bridge - Culvert</i>	\$ 60,000
TOTAL	\$0.00 2,826,301.70

EXPENSES

DESCRIPTION	ESTIMATED
Winter Maintenance	\$ 1,006,934.50
Non-Winter Maintenance	\$ 1,006,934.50
Major Construction Projects	
a. <i>Special Funds</i>	\$ 650,000
b. <i>CFE Set Funds</i>	\$ 1,624,432.74
c.	\$
TOTAL	\$0.00 2,826,301.70

Comments:

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS

TA-60

19 V.S.A. § 306(j)
(page 2)

We, the Legislative Body of the Municipality of Newport City certify that funds raised by municipal taxes are equivalent to or greater than a sum of at least **\$300.00** per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)

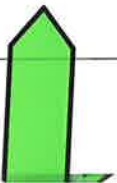
Date: April 6, 2026

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

Date: _____

District Transportation Administrator or Authorized Designee



Certification of Compliance
for
Town Road and Bridge Standards
and
Network Inventory

We, the Legislative Body of the Municipality of Newport City certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on April 6, 2026.

We further certify that our adopted standards do do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we do do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

Date: _____

(Duly Authorized Administrator)

For a summary of your community's road and bridge information
please visit: tinyurl.com/rdsinfo



**PROPOSAL FOR AUDITED FINANCIAL STATEMENTS,
FOR FISCAL YEARS ENDING JUNE 30, 2026, 2027, and 2028**

(updated proposal as of March 9, 2026)

Submitted To:

City of Newport, Vermont

March 9th, 2026

PREPARED FOR:

Kari Schulze, Financial & Office Administrator

PRESENTED BY:

Bonnie K. Batchelder, CPA
Batchelder Associates, PC
1 Conti Circle
Barre, Vermont 05641
(802) 476-9490

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Letter of Interest

Section 1 – Technical Proposal

- A.) Firm Profile and Professional Experience
- B.) Individual Professional Qualifications for Personnel
- C.) Scope of Services and Approach to Audit

Section 2 – Cost Proposal

- A.) Audit Plan and Projected Hours
- B.) References
- C.) Contact Information



Batchelder Associates, PC

March 9, 2026

Kari Schulze,
Financial & Office Administrator
City of Newport, Vermont
222 Main Street
Newport, VT 05855

Dear Kari Schulze,

Please consider this proposal from Batchelder Associates, P.C. to provide the City of Newport, Vermont, with an audit of the financial statements for the fiscal years ending June 30, 2026, 2027, and 2028. The audit will be completed in a timely manner, based on your requested schedule, provided the City of Newport, Vermont, is able to supply the necessary information required by the American Institute of Certified Public Accountants' Audit Regulations, and as specified in Section Two of this proposal. The audit will be performed primarily remotely and in compliance with the "Government Auditing Standards" and the "AICPA's Audits of State and Local Government Units." The included cost proposal will remain in effect for a period of ninety (90) days. If a single audit is required, there will be an increase in fees specifically to the Uniform Guidance requirements.

Batchelder Associates, P.C. is wholly owned by Bonnie K. Batchelder, CPA, and is legally certified in the State of Vermont, New Hampshire, and Massachusetts. Batchelder Associates, P.C. has been qualified as a Women Owned Business (DBE) by the Vermont Agency of Transportation.

As outlined in the General Accounting Office's Government Auditing Standards, the firm and the employees of the firm do not have personal impairment that will bias or otherwise affect the audit engagement. In addition, all required licenses are in place on required personnel along with the firm. Neither Batchelder Associates, P.C., nor any of the staff at the firm has any conflicts of interest that will impact the engagement.

We have extensive experience in government, non-profit, and municipal accounting. We can begin preparation immediately to meet your deadlines. Thank you for your consideration of our proposal.

Sincerely,

Bonnie K. Batchelder, CPA

Bonnie K. Batchelder, CPA

SECTION 1 – TECHNICAL PROPOSAL

A). Firm Profile and Professional Experience

BATCHELDER ASSOCIATES COMPANY PROFILE

Established August 1, 1991

Batchelder Associates, P.C. is a qualified and client-oriented resource for your Auditing, Accounting, Tax, and Management Advisory Business needs. Batchelder Associates, P.C.'s goal is to provide you with services that will aid your company in attaining maximum efficiency during a period of changing economic times. We provide each organization with a skilled staff best suited for our client's needs, always maintaining the highest level of customer service, quality, and professionalism.

Batchelder Associates, P.C. has been in business for thirty-three (33) years with staff and ownership of thirty-nine (39) years of experience. The firm is diversified in many areas of business to include Non-Profits, governmental agencies, homeowner's associations, retail and service industries, manufacturing, small to large for-profit business and local government facilities.

In addition to the detailed members of the auditing team outlined below, Batchelder Associates, P.C. has a strong administrative and accounting staff of eight (8) who will be involved as needed.

Batchelder Associates, P.C. certifies the firm's independence with respect to the City of Newport, Vermont.

The audit team assigned to complete the audit for the City of Newport, Vermont, is duly licensed and properly registered to practice in the state of Vermont.

Our team is anxious to meet any and all work assignments with enthusiasm and professionalism. We are dedicated to beginning and completing each assignment with the greatest of efficiency and auditing techniques. The option to hire additional staff is always available should we have an extensive number of work assignments.

Each member of the team will be assigned to specific audit tasks depending on the outcome of the preliminary audit planning and analytical review.

Audit Team:

- Bonnie K. Batchelder, CPA
- Helen De Los Santos, Staff Accountant
- Jessica Gallo, Staff Accountant

Technical Capabilities Batchelder Associates, P.C. provides:

Accounting and Auditing Services:

- Audited, reviewed and compiled financial statements
- Governmental Uniform Guidance Audits and 501 (c)(3) Audits
- Internal control analysis and management
- Financial projections
- Personal financial statements
- Establishment of Non-Profit Status
- Purchase and sale of businesses
- Financing packages prepared and negotiated with banking institutions

Tax Services:

- Corporate, Partnership, Trust, and Individual tax preparation
- Tax planning and consultation
- Tax research
- Negotiation with Federal and State Departments regarding outstanding tax issues

Accounting and Business Software:

- Analysis of existing accounting system and recommendations
- Installation and Training
- Continued Support of Accounting and Business Software
- Implementation of systems designed for unique business requirements

Human Resource Capabilities:

- Payroll processing
- Payroll tax processing and payment assistance
- Establishment of all required identification numbers with federal and state agencies
- Cobra administration
- Employee handbooks
- Labor law issues
- Direct deposit, retirement, and insurance management as it relates to employee benefits

SECTION 1 – TECHNICAL PROPOSAL

B). Individual Professional Qualifications for Personnel

BONNIE K. BATCHELDER, CPA
PRINCIPAL
CERTIFIED DISADVANTAGED BUSINESS ENTERPRISE

EDUCATION:

The University of Vermont, Bachelor of Science Degree in Business Administration-
Accounting, May 1985

PROFESSIONAL CERTIFICATIONS AND MEMBERSHIPS:

Certified Public Accountant, Massachusetts (1988), Vermont (1991), and New Hampshire (2016)
Certified as a Disadvantaged Business Enterprise (DBE), 100% Women Owned Business
Member American Institute of Certified Public Accountants
Member Vermont Society of Certified Public Accountants
President of Barre Rotary Club (1996-1997)

EXPERIENCE:

Years of Expertise	39
Years with Batchelder Associates, P. C.	33
Experience with governmental, federal, and state funding, to include 501(c)(3) and Uniform Guidance Audits	39

Bonnie K. Batchelder, CPA - Bonnie is a licensed Certified Public Accountant in the State of Vermont, New Hampshire, and Massachusetts. Bonnie is the sole owner of Batchelder Associates, P. C., which is also registered and licensed in the State of Vermont. The firm is registered with the State of Vermont as a DBE and maintains this certification annually. Batchelder Associates, P. C., and Bonnie are qualified to conduct all audits in accordance with Government Auditing Standards. All continuing professional education requirements have been met and continue to be updated on a regular basis. Bonnie has extensive experience with state and federal funding and the Code of Federal Regulations (CFR).

Before starting Batchelder Associates, P. C., Bonnie worked for a CPA firm in Massachusetts, where she gained experience working with the Federal government and the DCAA. Her work with Federal and State regulations as it relates to the DCAA, the Vermont Agency of Transportation, Federal cognizant agencies, and non-profit organizations is extensive. Bonnie maintains up-to-date knowledge of VTrans and CFR Part 26.

Since owning and operating under Batchelder Associates, P.C., Bonnie has had and continues to have several clients funded via federal and state funds, all of whom are required to follow the CFR and State regulations. She has performed as a Government Contract Auditor, working with the Federal and State Governments closely. Bonnie has extensive experience working with contractors using overhead fee schedules prescribed by Federal and State agencies. Specifically, her experience working with various-sized businesses in the areas of fiscal management, auditing, financial planning, tax planning, research preparation, DBE certification, job costing, bidding, computer implementation, and training.

Bonnie continues to work with all her clients to achieve the highest standards of quality in the field. This is possible through her continued management consulting, financing, and strengthening of internal controls for contract management, accounting procedures, and daily operations.

Bonnie is responsible for the oversight of Batchelder Associates, P.C., a staff of eight (8) employees, and the management of multiple clients diversified in many areas. The services that are offered and maintained require a strong understanding of tax laws, auditing standards, current technology in the areas of computer software and hardware, and client issues and needs. Included is a partial list of Bonnie's specific areas of expertise:

- ✓ Non-Profits 501(c)(3) and Uniform Guidance Audits clients
- ✓ State and Federal Contractors with VTrans, State of Massachusetts, Defense Contractors
- ✓ Condominium Associations
- ✓ Government Funded Facilities
- ✓ Construction
- ✓ Retail
- ✓ Service
- ✓ Manufacturing

Statement of Compliance

This statement certifies that Batchelder Associates complies with all equal opportunity, civil rights, and other federal requirements incorporated in the request for bid by the City of Newport, Vermont.

Bonnie K. Batchelder, CPA
Bonnie K. Batchelder, CPA

03/09/2026
Date

SECTION 1 – TECHNICAL PROPOSAL

C). Scope of Services and Approach to Audit

SCOPE OF SERVICES AND APPROACH TO THE AUDIT

Batchelder Associates, P.C. is responding to the City of Newport, Vermont's Request for Proposal, based on the understanding of the Scope of Work to be performed. Batchelder Associates, P.C. has extensive experience with the auditing and consultation of non-profit, municipality, federal, and state-funded organizations.

Batchelder Associates, P.C. understands that the work needs to be planned, budgeted, and performed to achieve the audit goals of the organization. Our audit plan will include all tests necessary to ensure that submitted costs are proper within the guidelines of Title 48 of the Code of Federal Regulations (CFR) and all applicable OMB Uniform Guidance and standards required by generally accepted auditing standards and Government Auditing Standards.

Batchelder Associates, P.C. will plan the audit in accordance with generally accepted auditing standards, which will include the following, but is not exhaustive:

- Initial audit planning, audit preparation, and testing during fieldwork
- Submitted costs as they relate to the payroll system
- Grant, contract, and taxpayer billings
- Labor distribution to timecards and payroll system
- Accumulation and allocation of expenses
- Sub-consultant costs
- Actual costs as they compare to the budget
- Internal Control System
- Compliance with all Laws and Regulations

Batchelder Associates, P.C. will plan each audit with a descriptive audit approach, including staffing needs, supervision, time schedule, and budget per area of audit scope. After the audit is planned, the work will be completed remotely with the required progress reporting and drafts. The final audit report will be submitted based on the requirements of the contract and the City of Newport, Vermont.

Article I. Audit Objectives:

The objective of our audit is the expression of an opinion as to whether your financial statements are fairly presented, in all material respects, and to report on the fairness of the additional information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Audit Objectives (Continued):

- Internal control related to major programs and an opinion on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Uniform Guidance, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended for the information and use of the audit committee, management, specific legislative or regulatory bodies, federal awarding agencies, and, if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with generally accepted auditing standards; the standards for financial audits contained in *Government Auditing Standards*; issued by the Comptroller General of the United States; the Single Audit Act of 1984 and Single Audit Act Amendments of 1996; and the provisions of OMB Uniform Guidance, *Audits of States, Local Governments, and Non-Profit Organizations*. The audit will include tests of the accounting records of the City of Newport, Vermont, and other procedures we consider necessary to enable us to express an unqualified opinion that the financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to render the required reports. If our opinion is other than unqualified, or the Single Audit compliance opinion is other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit, we will not issue a report as a result of this engagement.

Article II. Management Responsibilities:

Establishing and maintaining internal control and compliance with laws, regulations, contracts, and grants applicable to the City of Newport, Vermont, is the responsibility of the Town's management team. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of the controls. The objectives of internal control are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorizations and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles, and that federal award programs are managed in compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making all financial records and related information available to us. We understand that you will provide us with such information required for our audit and that you are responsible for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application, as well we will assist in the preparation of your financial statements, including the schedule of expenditures of federal award. However, the responsibility for the financial statements remains with you. This responsibility includes the maintenance of adequate records and effective internal controls over financial reporting and compliance, the selection and application of accounting principles, and the safeguarding of assets.

Additionally, as required by OMB Uniform Guidance, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

Article III. Audit Procedures-General:

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. As required by the Single Audit Act Amendments of 1996 and OMB Uniform Guidance, our audit will include tests of transactions related to major federal award programs for compliance with applicable laws and regulations, and the provisions of contracts and agreements. Because of the concept of reasonable assurance and because we will not perform a detailed examination of all transactions, there is a risk that material errors, irregularities, other illegal acts, or noncompliance, including fraud or defalcations, may exist and not be detected by us. We will advise you, however, of any matters of that nature that come to our attention, and we will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

Article IV. Audit Procedures-Internal Control:

In planning and performing our audit, we will consider the internal control sufficient to plan the audit in order to determine the nature, timing, and extent of our auditing procedures for the purpose of expressing our opinions on the City of Newport, Vermont's financial statements, and on its compliance with requirements applicable to major programs.

We will obtain an understanding of the design of the relevant controls and whether they have been placed in operation, and we will assess control risk. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on financial statements. Tests of controls relative to the financial statements are required only if control risk is assessed below the maximum level.

As required by OMB Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program.

An audit is not designed to provide assurance on internal control or to identify reportable conditions. However, we will inform the governing body or audit committee of any matters involving internal control and its operation that we consider reportable conditions under standards established by the American Institute of Certified Public Accountants.

Audit Procedures-Internal Control (Continued):

Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. We will also inform you of any non-reportable conditions or other matters involving internal control, if any, as required by OMB Uniform Guidance.

Article V. Audit Procedures-Compliance:

Our audit will be conducted in accordance with the standards referred to in the section titled *Audit Objectives*. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Newport, Vermont's compliance with applicable law and regulations and certain provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and agreements applicable to major programs. Our procedures will consist of the applicable procedures described in the OMB Uniform Guidance Compliance Supplement for the types of compliance requirements that could have a direct and material effect of each of the City of Newport, Vermont's major programs. The purpose of these procedures will be to express an opinion on the City of Newport, Vermont, and its compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Uniform Guidance.

SECTION 2- COST PROPOSAL

A). Audit Plan and Projected Hours

As previously indicated, our audit plan will include all tests necessary to ensure that submitted costs are proper within the guidelines of Title 48 of the Code of Federal Regulations (CFR) and all applicable OMB Uniform Guidance and standards required by generally accepted auditing standards and Government Auditing Standards.

Batchelder Associates, P.C. will plan the audit with a descriptive audit approach, including staffing needs, supervision, time schedule, and budget per area of audit scope. After the audit is planned, the work will be completed remotely with the required progress reporting and drafts. We can be available via Zoom for any person-to-person interviews. The final audit report will be submitted based on the requirements of the contract and the City of Newport, Vermont.

PROJECTED HOURS

2026

Staff	Name	Hours
CPA	Bonnie Batchelder	96
Staff Accountant	Various	128

The audit will be completed in a timely manner, based on your requested schedule, provided the City of Newport, Vermont, is able to supply the necessary information required by the American Institute of Certified Public Accountants' Audit Regulations, and as specified in Section Two of this proposal. The audit will be in compliance with the "Government Auditing Standards" and the "AICPA's Audits of State and Local Government Units."

COMPENSATION SCHEDULE

Name and Address of Contractor:

Bonnie K. Batchelder, CPA
 Batchelder Associates, PC
 1 Conti Circle
 Barre, Vermont 05641

Telephone: (802)476-9490

Fax: (802)476-7018

Email Address: bbatchelder@batcheldercpa.com

Federal ID#: 03-0337428

AUDIT COST BREAKDOWN

2026				
<u>Staff</u>	<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
CPA	Bonnie Batchelder	96	\$ 250.00/hr.	\$ 24,000
Staff Accountant	Various	128	\$ 125.00/hr.	\$ 16,000

Single Year Contract:

2026 \$40,000

Subsequent Years:

2027 \$41,200
 2028 \$42,500

Rate for Bookkeeping Assistance during Audit: \$85 - \$250 per hour
 Rate for Ongoing Accounting Assistance: \$85 - \$250 per hour
 Rate for Consulting during the Year \$250 per hour
 Rate for Single Audit Preparation \$250 per hour
 Mileage Currently published IRS mileage rates

Payment Terms:

Progress Billings are presented at periodic intervals during Audit performance. Progress billings will not exceed two a month. Bills are due within fifteen (15) days of invoice date and will accrue finance charges of 1 1/2% per month for late payments.

SECTION 2. COST PROPOSAL

B). References

References for performance of audits performed within the past three (3) years:

Municipalities:

Town of Poultney, VT (Paul Donaldson 802-287-5761)
County of Washington, VT (Beverlee Pembroke-Hill 802-828-2091)
Town of Middlesex, VT (Patti Lewis 802-223-1192)
Town of Woodford, VT (Gail Rutkowski 802-442-4895)
Village of Poultney, VT (Paul Donaldson 802-287-5761)
Town of Brattleboro, VT (Kimberly Frost 802-251-8104)

Non-profit, 501(c)(3), Uniform Guidance and A-133:

VT Network, Montpelier, VT (Dana Paull 802-223-1302 ext. 101)
Addison County Community Action Group (HOPE), Middlebury, VT – (Cathy Eddy 802-388-3608)
Circle, Barre, VT (Karol Diamond 802-476-6010)

Other:

Vermont Survey and Engineering, Inc. (DBE), Montpelier, VT –
Agency of Transportation Contract (Andrew McQueeney 802-229-9138)

SECTION 2- COST PROPOSAL

C). Contact Information

Name and Address of Contractor:

Bonnie K. Batchelder, CPA
Batchelder Associates, PC
1 Conti Circle
Barre VT 05641

Telephone:

(802) 476-9490

Fax:

(802) 476-7018

Email Address:

bbatchelder@batchelderpcpa.com

Federal ID#:

03-0337428



KBS

Kittell Branagan & Sargent

Proposal To Serve

City of Newport, Vermont

Andrew M. Bachand, CPA

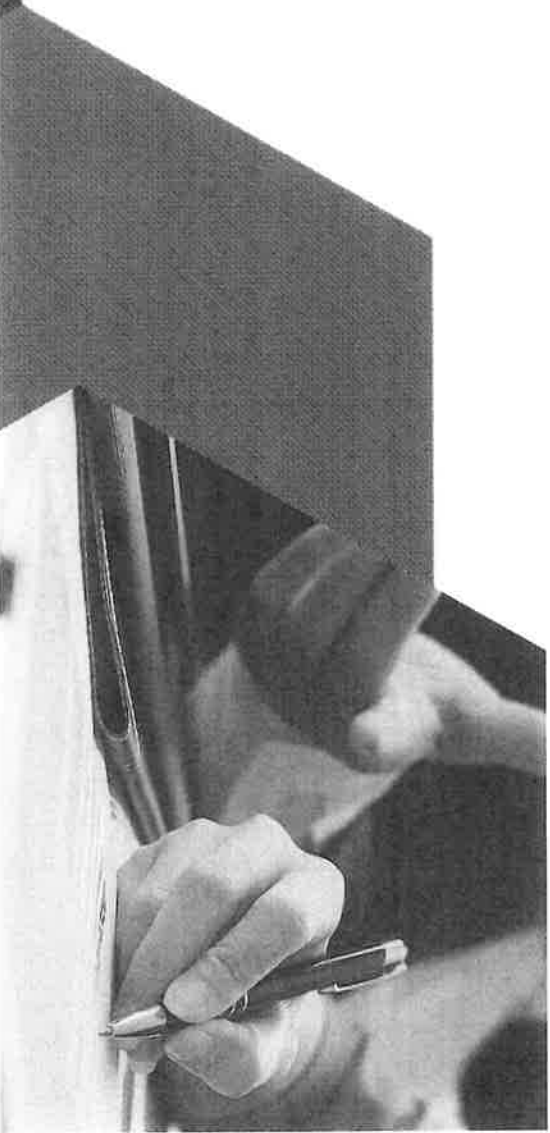
(802) 524-9531

154 North Main Street, St. Albans City, VT 05478

June 30, 2026

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March 11, 2026

Kari Schulze
Financial & Office Administrator
City of Newport
222 Main Street
Newport, VT 05855

We are pleased to have the opportunity to submit this proposal to continue providing services to the City of Newport. This proposal serves to explain the scope and approach of the services and our commitment to provide the highest quality service at a reasonable cost.

Though e-mail, the Internet, and computers continue to change businesses in a way no one could have predicted, we still believe the most important asset we have is our personnel. We strongly believe that you should have frequent contact with your accountants. The more contact we have throughout the year; the less likely audit complications will exist. We strive to build solid long-term relationships with our clients, which can only be achieved with staff consistency. Your audit engagement will continue to be managed by individuals that have years of experience auditing local municipalities. Our personnel participate in quality continuing education to ensure we are well versed of the latest auditing and reporting requirements. In addition, we pride ourselves in offering innovative suggestions in the management of the financial statements.

Kittell, Branagan & Sargent has extensive experience with audits of not for profits and governmental organizations, including organizations with Uniform Guidance (single audit) requirements. We've been serving these organizations since our inception over 40 years ago. We have built our reputation on being highly responsive and knowledgeable to our clients' needs.

Our proposal includes a list of client references. We encourage you to contact them. Kittell, Branagan & Sargent possesses a unique blend of experience and expertise that will be difficult to find in other firms.

We value our clients and look forward to continuing to provide services to you.

Should you have any questions or need additional information about our proposal, please call me.

Sincerely,



KITTELL BRANAGAN & SARGENT
Andrew M. Bachand, CPA

AMB:ksm

Firm History and Organization

Kittell, Branagan & Sargent, Certified Public Accountants, was formed on May 1, 1986, by Dana Kittell, Christopher Branagan and Gregory Sargent with its office at 154 North Main Street, St. Albans, Vermont. The Firm is an outgrowth of predecessor firms Briggs Keyes Company and Urbach, Kahn and Werlin, which had served Northern Vermont since 1968. We have since added four additional shareholders while all three of the firm's original founders have retired. In 2021, we were happy to announce the addition of the firm's first female shareholder.

In addition to the traditional services of accounting, auditing and taxation, we offer services in complete management advisory services, pension audit services and litigation support.

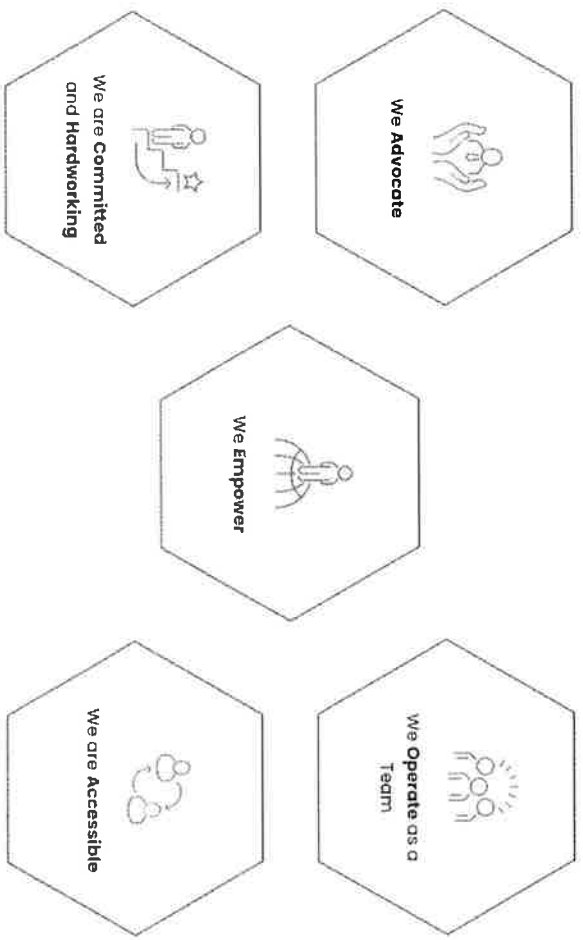
Our mission is to exceed your organization's expectation of what an accounting firm should do for you.

KBS By The Numbers:

- 4 Partners
- 1 Principals
- 3 Managers
- 5 Seniors
- 9 Staff

Our Core Values

With our expertise and personalized approach, KBS can assist you with all your financial needs.

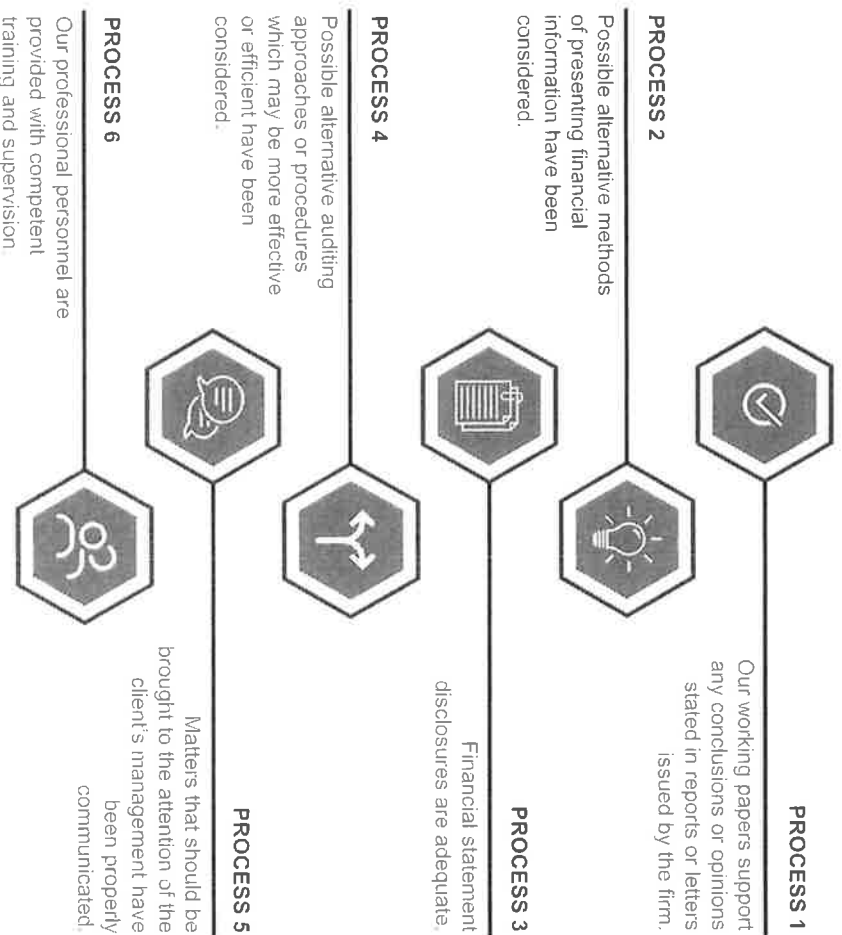


Firm's System of Quality Control

Our Firm's commitment to quality is demonstrated by our membership with the Private Companies Practice Section of the A.I.C.P.A., a voluntary membership that attests to our clients that we provide high quality services. This association requires each of our professional staff to obtain 40 hours of quality continued professional education each year. Members of the Association perform a peer review every three years. We have enclosed a copy of our most recent Peer Review Opinion letter on pages 10-11.

The primary objectives of our quality control policies and procedures are to assure that each engagement conducted by the firm meets the quality control and other standards of the profession and to assure compliance with the firm's quality control policies and procedures.

The achievement of this objective generally requires the engagement partner to ascertain whether the client's financial statements have been prepared in accordance with generally accepted accounting principles consistently applied, and whether the engagement has been completed in accordance with generally accepted auditing standards. In addition, the engagement partner must consider whatever special requirements must be met, such as regulatory requirements, special engagement terms and conditions, etc. In addition to achieving the broad objectives mentioned above, our policies and procedures are designed to provide assurance that:



Relevant Firm Experience

Kittell, Branagan & Sargent has provided audit services, including those with Single Audits, to numerous non-profit and governmental organizations. A partial list of those clients follows:



You may wish to contact the following persons concerning their satisfaction with our service

Town of Middlebury
Nicholas Elder
Town of Middlebury, Vermont
77 Main Street
Middlebury, VT 05753
(802) 458-8003

Town of Essex, Vermont
Daniel Roy, Finance Director
Town of Essex, Vermont
81 Main Street
Essex Junction, VT 05452
(802) 878-1341

City of Essex Junction, Vermont
Jesse Morris, Finance Director
City of Essex Junction, Vermont
2 Lincoln Street
Essex Junction, VT, 05452
(802) 878-6944 Ext. 1603

Village of Swanton, Vermont
Lynn M. Paradis, Assist. Manager/Controller
Village of Swanton, Vermont
120 First Street
Swanton, VT 05488
(802) 868-7418

Village of Enosburg Falls, Inc.
John Dasaro, Village Manager
Village of Enosburg Falls, Inc.
16 Village Drive
Enosburg Falls, VT 05450
(802) 933-4443

Statement of Work to be Performed

We will audit the general-purpose financial statements of the City of Newport, Vermont for the years ended June 30, 2026 – 2028, for the purpose of expressing an opinion on their fair presentation in conformity with generally accepted accounting principles.

The audits will be performed by persons having adequate technical training and proficiency as auditors. The partners and staff of Kittell, Branagan & Sargent are independent in respect to the City of Newport, Vermont. Due professional care will be exercised in the performance of the audits and the preparation of the reports.

Our audits will be made in accordance with generally accepted auditing standards and governmental auditing standards and will include tests of your accounting records and other procedures we consider necessary to enable us to express an unqualified opinion on the financial statements. If for any reason the opinion could not be unmodified, we would discuss the reasons with you and the alternative report that could be issued. An audit is based primarily on the selective testing of accounting records and related data. Since we will not perform a detailed examination of all transactions, there is a risk that material errors, irregularities, or illegal acts, including fraud or defalcations, may exist and not be detected.

We will complete all audit work and tests of compliance as necessary to issue a "Report on Compliance and on Internal Control over Financial Reporting based on an Audit of Financial Statements Performed in accordance with Government Auditing Standards" and a "Report on Compliance with Requirements Applicable to Each Major Program and Internal Control over Compliance in Accordance with OMB Circular A-133". The single audit procedures will be performed when such services are required on a year-to-year basis.

Recommendations will be made on an informal basis during the audits as well as in the management letter (if necessary), which will accompany the financial statement.

We will perform fieldwork in July or August and the deadline for the final report will be mid- October each year under audit and we anticipate no issue in meeting the required deadline. This proposal also includes a meeting with the City Council at the end of the audit to present the results of the audit. We will also retain the audit workpapers for a period of not less than three years and will make them available upon proper authorization.

We would also be available for other work throughout the year at our standard billing rates.

Compensation

Our fees are based on the amount of time expended by each professional at billing rates established on the basis of experience.

We estimate that the maximum fee for the work will be as follows:

June 30, 2026 Financial Audit Single Audit (if required)	\$57,500 \$7,000
June 30, 2027 Financial Audit Single Audit (if required)	\$62,500 \$7,000
June 30, 2028 Financial Audit Single Audit (if required)	\$66,000 \$7,000

This assumes that the scope of services remains consistent from year to year.

The above is based on the following schedule of estimated time by staff level:

Shareholder - \$400/hr for 50 hours	\$20,000
Senior - \$235/hr for 80 hours	\$18,800
Staff - \$150/hr for 110 hours	\$16,500
Secretarial - \$80/hr for 10 hours	\$800
Out of Pocket	\$1,400
Total	\$57,500

Compensation (Cont.)

The estimated maximum fees contemplate that satisfactory conditions will exist in the normal progress and completion of the audit. City of Newport, Vermont accounting personnel will provide maximum assistance in connection with the preparation of necessary detailed schedules and the furnishing of documents for auditors' inspection. If circumstances are encountered that create additional accounting and audit work or unreasonable time not contemplated by this proposal because of incomplete records, abnormal errors, lack of cooperation from personnel or additional compliance requirements not contemplated in this proposal we would communicate such conditions to management and upon reasonable demonstration of the existence of such conditions, be entitled to additional compensation.

Our standard hourly rates for financial consulting and other services are as follows:

Standard Billing Rates	Per Hour (\$)
Partner	400
Principals	270-325
Managers	230-270
Senior Staff	175- 240
Staff	125-160

Peer Review



CBIZ CPAs P.C.
100 Westminster Street
Suite 500
Providence, RI 02903
P. 401.601.4500

Report on the Firm's System of Quality Control

June 30, 2025

To the Principals of Kittrell Branagan & Sargent Inc.
and the New England Peer Review Executive Committee

We have reviewed the system of quality control for the accounting and auditing practice of Kittrell Branagan & Sargent Inc. (the firm) in effect for the year ended December 31, 2024. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/standards](#). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included audit engagements performed under *Government Auditing Standards* including a compliance audit under the Single Audit Act; and audits of employee benefit plans.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Peer Review (cont'd)

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Kitwell Brannagan & Sargent Inc. in effect for the year ended December 31, 2024, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Kitwell Brannagan & Sargent Inc. has received a peer review rating of *pass*.

CBIZ CPAs P.C.

CBIZ CPAs P.C.
Providence, RI



Andrew Bachand, CPA
Co-Managing Shareholder

Responsibilities

Responsible for overall supervision of personnel assigned to engagements, engagement planning and the timely completion of each engagement.

Experience

Forty years of public accounting experience in audits of health care and housing providers as well as audits of manufacturing, retail, municipalities and school districts.

Professional Activities

Member, American Institute of Certified Public Accountants,
Member, Vermont Society of Certified Public Accountants.

Civic Organizations

Past Treasurer, Friends of Northern Lake Champlain Board of Directors
Past Treasurer, Franklin County Home Health Agency
Past Chairman, St. Mary's Parish Advisory Council
Former Member, Foster Grandparent Program Advisory Board
Past President, Franklin County Humane Society Board of Directors, Former Treasurer

Education

A.S., Accounting, Champlain College



Responsibilities

Responsible for overall engagement administration, supervisions of various audit tasks and the timely completion of each engagement.

Experience

Eighteen years of public accounting experience in audits of non-profit organizations, electric utilities, community mental health centers, municipalities, health care providers and school districts.

Professional Activities

Member, American Institute of Certified Public Accountants,
Member, Vermont Society of Certified Public Accountants.

Education

B.S., Accounting, St. Michael's College, Colchester, Vermont
B.S., Business Management, St. Michael's College, Colchester, Vermont