



Regular Council Meeting
Monday, September 21 · 6:00 – 8:00pm
Video call link: <https://meet.google.com/mjt-wkwz-sjb>
Or dial: (US) +1 262-732-2581 PIN: 881 761 735#

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

1. Call the Meeting to Order
2. Additions/Deletions
3. Consent Agenda
 - a. Approval of Minutes: 9/14/26
 - b. AP Warrants: 9/18/26
 - c. PR Warrants: 9/15/26
 - d. Liquor Licenses, Vendor Permits, Special Events
4. Public Comment for Items not on the agenda
5. City Manager's Report
6. Report from Dominic Cloud on Municipality's Role in Property Development
7. Consideration of Warning for the Special City Meeting November 3rd, 2026: regarding proposed changes to the Charter
8. Consideration of Jay Walsh September 14, 2026 Open Meeting Law Violation Allegation
9. Policy Review: Financial Management System Administration Policy
10. Preliminary Wastewater Allocation Application and Application for Water Allocation/Turn-on - Gary and Lauren Gillespie - Anticipated Vote
11. Proposed Executive Session as per 1 V.S.A. § 313(a)(3) - Personnel discussion
12. Task Force Reports
 - a. Water and Sewer
 - b. Financial Reporting and Fiscal Practices
 - c. Fire Department Strategic Planning
13. New Business
14. Old Business

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.

15. Set the Next meeting of the Council - Regular Meeting Monday, October 5th at 6 pm
16. Adjournment

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.

Council Minutes

2nd Public Hearing Minutes Proposed Charter revision

September 14, 2026

A duly warned Council Meeting and Public Hearing was held on Monday, September 14, 2026 in the council room in the Newport City Municipal Building. Present were Mayor Rick Ufford-Chase, Council President Carter Finegan, council members John Monette, Sharon Pare', Andrew Touchette, City Manager Joe Gunter, City Clerk/Treasurer James Johnson, Attorney Dave Rugh, Charlie Pronto, Travis Gaines, Mike Marcotte, Laurie Grim, Dani Grant, Denis Chenette, members of the Press and Public.

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

Additions/Deletion

None.

Consent Agenda

Minutes of 8/20/26, 9/3/26

AP Warrants 8/21/26, 2/28/26, 8/28/26, 9/4/26, 9/11/26, 9/14/26

PR Warrants 8/18/26, 9/1/26

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

Public Comment for Items not on the Agenda

Jay Walsh commented on the open meeting violation regarding the warning of the Special Meeting.

Teresa Gerade commented on the draft Leachate Permit

Laurie Grim commented on a new local group called Rural Vermont Rising

Second Public Hearing for Proposed Charter Changes

Ms. Finegan moved to enter into the Public Hearing for proposed charter changes. Seconded by Mr. Touchette, motion carried.

Ms. Hopkins presented a list of capitalization and punctuations changes.

Section 7,

Ms. Finegan moved to add the words non salaried before volunteer fire fighters and in the last line delete City and add members after council. Seconded by Mr. Monette, motion carried.

Ms. Finegan moved to approve the second paragraph. Seconded by Mr. Touchette, motion carried.

Section 9

Mr. Monette moved to approve section 9. Seconded by Ms. Finegan, motion carried.

Section 10

Mr. Monette moved to add subsections A and B. Seconded by Ms. Finegan, motion carried.

Section 18

Ms. Finegan moved to delete the last sentence. Seconded by Mr. Touchette, motion carried.

Mr. Monette moved to capitalize members and approve section 18 as amended. Seconded by Ms. Finegan, motion carried.

Section 20

Mr. Monette moved to delete "or election" from subsection A. Seconded by Mr. Touchette, motion carried.

Mr. Monette moved to add City after special in line four and delete in the City shall. Seconded by Mr. Touchette, motion carried.

Mr. Monette moved to delete anticipated in line seven and add current. Seconded by Ms. Finegan, motion carried.

Mr. Monette moved to delete anticipated in line nine and add current. Seconded by Mr. Touchette, motion carried.

Mr. Monette moved to delete anticipated and have been and add current and will be in line 10. Seconded by Ms. Finegan, motion carried.

Mr. Monette moved to add City after special in line 12. Seconded by Mr. Touchette, motion carried.

Section 28

Subsection A-6, Mr. Monette moved to add in consultation with the City Treasurer, process payroll, employee benefits and tax withholdings Seconded by Ms. Finegan, motion carried.

Section 13

Ms. Finegan moved to add in consultation with the City Manager. Seconded by Mr. Touchette, motion carried.

In review,

Section 7

Mr. Monette moved to add City after special in paragraph one. Seconded by Ms. Finegan, motion carried.

Attorney Rugh will have a clean copy available by Friday.

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

City Manager's Report (attached)

Progress to Date on the Audit for FY26

City Manager Joe Gunter noted the audit is on track.

Revolving Loan application Wastewater Treatment Facility

Ms. Finegan moved to approve the Revolving Loan application and appoint Joe Gunter as the authorized representative. Seconded by Mr. Touchette, motion carried.

Preliminary Wastewater Allocation Application and Application for Water Allocation, Gary and Lauren Gillespie

Tabled until next meeting.

Use of Reappraisal Reserve Funds

Mr. Monette moved to approve \$50,000 of the Reappraisal Reserve fund to start the reappraisal process. Seconded by Mr. Touchette, motion carried.

Consideration of Contract with VLCT for Consulting Services Regarding Economic Development

Ms. Finegan moved to approve the contract for consulting services between the City and VLD=CT. Seconded by Mr. Touchette, motion carried.

Task Force Reports

Water/Sewer, no report

Financial Reporting and Fiscal Practices, Meeting next week, working on policies

Fire Department, Still entering data into program

Executive Session per 1 V.S.A. sec 313(a)(2) for receiving an Update from Newport Downtown Development Regarding Sensitive Real Estate Matters Related to Development Plans for Downtown Newport.

Mr. Touchette moved to enter into executive session and invite Dave Laforce and Joe Gunter into the session. Seconded by Mr. Monette, motion carried.

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

No action.

Executive Session per 1 V.S.A. sec 313(a)(2) for receiving an Update from Newport Downtown Development Regarding Sensitive Real Estate Matters Related to Cell=Phone Tower Lease.

Ms. Finegan moved to enter into executive session and invite Dave LaForce and Joe Gunter into the session. Seconded by Mr. Touchette, motion carried.

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

No action.

Discussion Regarding offer for Cell-phone Tower Lease

Discussion on long term sale/lease of cell tower at the reservoir.

New Business

Ms. Finegan commented on the Rec Dept. coin drop.

Ms. Pare' thanked the council for their support of the Charter task force.

Old Business

None

Next Meeting Date

Mr. Monette moved to set the next meeting for September 21, 2026. Seconded by Mr. Touchette, motion carried.

Adjournment

Ms. Finegan moved to adjourn at 10L40 PM. Seconded by Ms. Pare' motion carried.

Attested _____ This _____ Day of September 2026

Mayor

Summary of a few weeks

- I've been reviewing the budget just to familiarize myself with it. I'll have some questions for Chip when I'm done reviewing
- I'm going to start the budget process this week with Kari. I want to get out in front of this process
- I'm also reviewing current distribution of labor. I want to better learn who does what and how they do it. There may be efficiencies to gain by adjusting who does what.
- I'm reaching out to contractors to get a sense for cost and scope of the work needed for the NBRC grant
- I'm reviewing the purchasing policy.
- I've reached out the state economist about getting a report to implement the local option tax.
- And I need to thank Tom and his crew. They moved the furniture in my office and even mopped the floors and wiped down the surfaces. It's looking much better in here.
- I'm *still* working to get the cell tower lease finalized.
- The Lakemont project is wrapping up. Tom has a company coming in this week to chlorinate the line and hopefully bring it online. We still need to bill for the project.
- Staff are reviewing the plans for the Sacred Heart housing project. We meet on site Thursday with Patrick and his team.
- The Budget worksheet is complete. Kari and I will wrap this up and get it to staff Early Sept.
- I'm working on a water/sewer budget worksheet and a rate sheet to better calculate rates and fees.
- We are working through the union negotiations
- I met with the school superintendent. We talked intern program and the high school building.

09/18/26

City of Newport Accounts Payable

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09:52 am

Check Warrant Report # Current Prior Next FY Invoices

jjohnson

Unpaid Invoices For Check Acct 01(GENERAL FUND) From 09/18/26 To 09/18/26

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
AIGS	AIGS AT GLOBAL SOLUTIONS LLC	10178 AP Essentials Subscripti	6516.30	0.00	-----	-----	--/--/--
ALLEN ENG	ALLEN ENGINEERING AND CHEMICA	114-501733-0 CHLORINE, LIQUID	8135.50	0.00	-----	-----	--/--/--
AMAZON	AMAZON BUSINESS	14WF-VG9N-KT 8/1/26 to 8/31/26	1677.23	0.00	-----	-----	--/--/--
CALEX	CALEX AMBULANCE	20302 ZOLL AED	1190.00	0.00	-----	-----	--/--/--
CANON SOL	CANON SOLUTIONS AMERICA INC	6017197861 MAINTENANCE COPIER	20.08	0.00	-----	-----	--/--/--
COMCAST	COMCAST	09/05/2026_4 Sep 12, 2026 to Oct 11,	123.57	0.00	-----	-----	--/--/--
DINGES FI	DINGES FIRE COMPANY	90377 Work Gloves	90.01	0.00	-----	-----	--/--/--
FIREASSOC	NEWPORT FIREFIGHTERS ASSOC.	09022026 Rescue Saws Repair Reimb	189.90	0.00	-----	-----	--/--/--
FIRST DUE	FIRST DUE HOLDINGS INC	10135 first due subscription (	7624.00	0.00	-----	-----	--/--/--
GATES	GATE'S ELECTRIC INC	7010 Gardner Park electrical	440.32	0.00	-----	-----	--/--/--
ISAACS EX	ISAACS EXCAVATING AND CONSTRUCT	4 Gardner Park Siphon Upgr	49504.92	0.00	-----	-----	--/--/--
JOHNJA	JAMES JOHNSON	091826 med	202.90	0.00	-----	-----	--/--/--
JOHNNI	NICOLE JOHNSON	091826 med	202.90	0.00	-----	-----	--/--/--
KRIKI	KIM KREIG	7/29/2026 reimbursement office sup	10.54	0.00	-----	-----	--/--/--
LEINEM	EMILY LEINOFF	8/30/26 Basic Dispatch school mi	176.90	0.00	-----	-----	--/--/--
MEMPRESS	THE MEMPHREMACOG PRESS INC.	66502 HAPPY CAMPERS	225.00	0.00	-----	-----	--/--/--
MEMPRESS	THE MEMPHREMACOG PRESS INC.	66501 BUSINESS CARDS, GUNTER	39.50	0.00	-----	-----	--/--/--
MOB MUG	THE MOBILE MUG	001 Hors d'oeuvres	400.00	0.00	-----	-----	--/--/--
MORRIS	MORRIS STRATEGIES LLC	NO.1/26 August 2026 invoice	3500.00	0.00	-----	-----	--/--/--
MORRIS	MORRIS STRATEGIES LLC	NO.2/26 Septamper 2026 invoice	3912.36	0.00	-----	-----	--/--/--
MVP ADMIN	MVP SELECT CARE INC.	CINV021926 HRA 07/01/2026 07/31/202	98.00	0.00	-----	-----	--/--/--
MVP ADMIN	MVP SELECT CARE INC.	CINV022763 HRA 08/01/2026 08/31/202	98.00	0.00	-----	-----	--/--/--
MVP ADMIN	MVP SELECT CARE INC.	CINV018671 HRA 03/01/2026 03/31/202	108.50	0.00	-----	-----	--/--/--
NEWTCH	CHARLES NEWTON	DATE:9/2/26 reimbursement for antenn	97.40	0.00	-----	-----	--/--/--
NFC	NORTHERN FOREST CENTER INC	7202026 Development Planning	1460.64	0.00	-----	-----	--/--/--
NWFT RENT	NEWPORT RENTAL CENTER INC	1-587084 bounce house, popcorn	219.04	0.00	-----	-----	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	377006 batteries, blades	53.65	0.00	-----	-----	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	377032 BLADE RETURN	-15.67	0.00	-----	-----	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	377040 SANDER, CNTR WHEEL	96.88	0.00	-----	-----	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	377362 ROPE	28.48	0.00	-----	-----	--/--/--
PIC SHOV	THE PICK & SHOVEL INC	377575 GIFT CARDS	500.00	0.00	-----	-----	--/--/--
RKMILES	R K MILES INC	191373/9 Gentek Espresso D4	2728.19	0.00	-----	-----	--/--/--
RKMILES	R K MILES INC	190325/9 0 trim, posts, wrap, other	2546.57	0.00	-----	-----	--/--/--
RKMILES	R K MILES INC	190575/9 0 TRIM	903.93	0.00	-----	-----	--/--/--
RKMILES	R K MILES INC	191682/9 0 8"x10' GALV DRIP EDGE	242.66	0.00	-----	-----	--/--/--
RKMILES	R K MILES INC	192384/9 CLOSER W/PA COVER	1411.32	0.00	-----	-----	--/--/--
RKMILES	R K MILES INC	K92384/9 skateshack materials	4569.20	0.00	-----	-----	--/--/--
STILES	STILES & HART BRICK SALES, LLC	23850 Paver, Red	91.00	0.00	-----	-----	--/--/--
VLCT	VERMONT LEAGUE OF CITIES AND T	26607 Town Fair VLCT	128.00	0.00	-----	-----	--/--/--
VT BOND	VERMONT BOND BANK	PLP-202611-0 11/2025 VBB Water Tower	84967.14	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026a 07/30/2026 08/30/2026	1508.02	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026b 07/30/2026 08/30/2026	54.15	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026gg 07/30/2026 08/30/2026	193.08	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026i 07/30/2026 08/30/2026	24.33	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026ii 07/30/2026 08/30/2026	143.38	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026j 07/30/2026 08/30/2026	24.33	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026m 07/30/2026 08/30/2026	142.72	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026n 07/30/2026 08/30/2026	53.04	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026u 07/30/2026 08/30/2026	268.63	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026vv 07/30/2026 08/30/2026	466.09	0.00	-----	-----	--/--/--

09/18/26
09:52 am

City of Newport Accounts Payable
Check Warrant Report # Current Prior Next FY Invoices
Unpaid Invoices For Check Acct 01 (GENERAL FUND) From 09/18/26 To 09/18/26

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jjohnson

Vendor	Invoice	Invoice Description	Purchase Amount	Discount Amount	Amount Paid	Check Number	Check Date
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026ww 07/30/2026 08/30/2026	26.02	0.00	-----	-----	--/--/--
VTELEC	VT ELECTRIC COOPERATIVE INC	09/04/2026xx 07/30/2026 08/30/2026	775.32	0.00	-----	-----	--/--/--
VTSRINGS	VERMONT SPRINGS LLC	134887 Water	31.38	0.00	-----	-----	--/--/--
YOUNJE	JEFFREY YOUNG	9/1/2026 reimburse safety course	9.95	0.00	-----	-----	--/--/--
Report Total			188,235.30	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 \$ ***188,235.30
Let this be your order for the payments of these amounts.

EMAILED

SEP 18 2026

BY: Joe

Joe
Kari
Rick
Council

09/15/26
10:18 pm

City of Newport Payroll
Check Warrant Report #
Check date 09/17/26 to 09/17/26

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rchurchill

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
BENND0	BENNETT, DONNA J.	25448	09/17/26	1341.55	0.00
BENNLy	BENNETT, LYLLIAN G.	25449	09/17/26	90.04	0.00
BERNTH	BERNIER, THOMAS L.	E2091386	09/17/26	0.00	2386.51
BINGTR	BINGHAM, TRAVIS R.	E2091364	09/17/26	0.00	2470.07
BORSSA	BORSARI, SAMUEL J.	25444	09/17/26	2889.84	0.00
BOUCBE	BOUCHER, BENJAMIN G.	E2091387	09/17/26	0.00	1674.93
BROCAS	BROCK, ASHLEIGH E.	E2091359	09/17/26	0.00	1158.03
BROWMI	BROWN, MICHAEL E.	E2091401	09/17/26	0.00	1844.96
BURDRO	BURDICK, ROBERT A., JR	E2091388	09/17/26	0.00	1552.84
CAMBTU	CAMBER, TUCKER J.	E2091389	09/17/26	0.00	1603.27
CARRER	CARRIER, ERIC A.	E2091397	09/17/26	0.00	2186.90
CHENFR	CHENEY, FRANCIS E., III	E2091362	09/17/26	0.00	2335.83
CHURRO	CHURCHILL, ROBYN D H.	E2091360	09/17/26	0.00	2022.83
DILLTR	DILLON, TRAVIS J.	E2091390	09/17/26	0.00	1842.83
FLYNKU	FLYNN, KURK O.	E2091376	09/17/26	0.00	2529.39
FOLSJO	FOLSOM, JOSHUA A.	25447	09/17/26	313.77	0.00
GAGELA	GAGE, LARRY L., JR	E2091391	09/17/26	0.00	1820.61
GAGEPA	GAGE, PAULINE M.	E2091404	09/17/26	0.00	186.61
GONYAN	GONYAW, ANDREW T.	E2091365	09/17/26	0.00	2305.38
GOSSRO	GOSSELIN, ROBERT J.	E2091410	09/17/26	0.00	1393.74
GOSSROG	GOSSELIN, ROGER M.	E2091382	09/17/26	0.00	308.61
GRENLE	GRENIER, LEO C., III	25445	09/17/26	2016.60	0.00
GUNTJO	GUNTER, JOSEPH A.	E2091357	09/17/26	0.00	3264.46
HAMIZA	HAMILTON, ZACHARY P.	E2091405	09/17/26	0.00	1142.49
HARTER	HARTMAN, ERIC P.	E2091392	09/17/26	0.00	1444.80
HERMJA	HERMAN, JASON M.	E2091398	09/17/26	0.00	2112.27
HORNDU	HORNE, DUSTIN J.	E2091381	09/17/26	0.00	1890.01
JACOTA	JACOBS, TANNER D.	E2091366	09/17/26	0.00	1998.98
JOHNJA	JOHNSON, JAMES D.	E2091361	09/17/26	0.00	1823.09
KEITNI	KEITHAN, NICHOLAS N.	E2091367	09/17/26	0.00	2221.83
KREIKI	KREIG, KIMBERLY S.	E2091363	09/17/26	0.00	706.20
LACoke	LACOSS, KEVIN W.	E2091384	09/17/26	0.00	774.82
LANCAL	LANCASTER, ALEX R.	E2091396	09/17/26	0.00	570.80
LANCRJ	LANCASTER, ROYCE J., JR	E2091393	09/17/26	0.00	1495.06
LANCRO	LANCASTER, ROYCE E., SR	E2091368	09/17/26	0.00	2415.04
LECLJJ	LECLAIR, JAMES A., JR	E2091369	09/17/26	0.00	2152.36
LEINEM	LEINOFF, EMILY R L.	E2091377	09/17/26	0.00	2538.26
LILLJO	LILLIS, JOSHUA S.	E2091370	09/17/26	0.00	1851.53
MARCCO	MARCOUX, COREY J.	E2091394	09/17/26	0.00	942.37
MARSJA	MARSH, JARED A.	E2091399	09/17/26	0.00	2184.37
MCCAED	MCCARTER, EDWARD R.	25452	09/17/26	944.33	0.00
MCCAJA	MCCARTER, JAYMI N.	25453	09/17/26	372.17	0.00
MCKEDO	MCKENNY, DOUGLAS G., JR	25446	09/17/26	1626.67	0.00
MILLER	MILLER, ERIC R.	E2091378	09/17/26	0.00	2059.00
MORIJO	MORIN, JONATHAN L.	E2091371	09/17/26	0.00	3439.65
MOULCH	MOULTON, CHARLES D.	E2091372	09/17/26	0.00	4075.98
PATEAN	PATENAUDE, ANDREW M.	E2091395	09/17/26	0.00	1807.58
PAVEWI	PAVELCHAK, WILLIAM J.	E2091400	09/17/26	0.00	207.97
PHILEM	PHILLABAUM, EMILY G.	E2091379	09/17/26	0.00	1743.10
RIVARO	RIVARD, ROBERT L.	E2091406	09/17/26	0.00	1166.47

09/15/26
10:18 pm

City of Newport Payroll
Check Warrant Report #
Check date 09/17/26 to 09/17/26

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rchurchill

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
RIVASP	RIVARD, SUSAN P.	E2091407	09/17/26	0.00	476.63
RIVENI	RIVERS, NICHOLAS R.	E2091373	09/17/26	0.00	2892.27
RONDJ0	RONDEAU QUARMBY, JOSEE	E2091402	09/17/26	0.00	738.60
ROSSTE	ROSSI, TELSA E.	E2091408	09/17/26	0.00	153.02
ROWEJO	ROWE, JONATHAN M.	25455	09/17/26	365.66	0.00
SCHUKA	SCHULZE, KARI G.	E2091358	09/17/26	0.00	1601.59
SERLAN	SERLIS, ANDREW J.	25456	09/17/26	335.07	0.00
SEVIAS	SEVIGNY, ASHLEY M.	E2091409	09/17/26	0.00	176.62
SMITCO	SMITH, CODY M.	E2091374	09/17/26	0.00	1703.88
SMITGR	SMITH, GREGORY P.	25451	09/17/26	567.84	0.00
STAPMA	STAPLES, MARY E.	E2091403	09/17/26	0.00	277.05
STERRY	STERLING, RYAN J.	25454	09/17/26	54.02	0.00
STORRI	STORY, RICHARD P.	E2091411	09/17/26	0.00	761.13
SYKECO	SYKES, COLIN S.	E2091375	09/17/26	0.00	2121.49
SYLVDE	SYLVESTER, DENISE M.	25450	09/17/26	413.56	0.00
WALTKR	WALTERS, KRISTEN L.	E2091383	09/17/26	0.00	296.13
WELLMO	WELLS, MONICA R.	E2091380	09/17/26	0.00	1577.89
YOUNJE	YOUNG, JEFFREY R.	E2091385	09/17/26	0.00	1802.06
				11331.12	90230.19
				=====	=====

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 \$ *101,561.31

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

City Council:

Memo

Re: Cell tower Lease agreement

Council,

Since the last meeting, additional information has come to light regarding the potential value and term length of the existing lease.

Further discussion on this subject is required.

Joe Gunter
City Manager

September 14, 2026

To: Newport City Council, Mayor Rick Ufford-Chase, and City Clerk

From: Jay Walsh, Newport City Resident

Subject: Open Meeting Law Complaint Under 1 V.S.A. § 314 — Deficient Warning for Public Hearing on Charter Amendments

Honorable Mayor, Members of the City Council, and City Clerk,

Pursuant to **1 V.S.A. § 314**, I am filing a formal complaint alleging a violation of Vermont's Open Meeting Law.

Alleged Violation

The warning for the public hearing on the proposed charter amendments does not satisfy the requirements of **1 V.S.A. § 312** and **17 V.S.A. § 2642(a)(2)**. Specifically:

- The warning bundles multiple, distinct charter changes into a single article, failing to "specifically indicate the business to be transacted" by separate articles as required by § 2642(a)(2).
- The warning does not provide sufficient notice of the specific questions to be voted upon, depriving the public of a meaningful opportunity to participate.

Specific Relief Requested

I request that the Council:

1. Acknowledge the deficiency in the warning.
2. Re-warn the public hearing with separate articles for each distinct charter change.
3. Provide a written response within **10 calendar days** of receiving this complaint, as required by 1 V.S.A. § 314(a)(2).

Additional Documentation

A full statement of my legal objection is attached as Exhibit A. The warning at issue is attached as Exhibit B.

Respectfully submitted,

Jay Walsh
91 Jackson St.
Newport, VT 05855
413-329-1755
jaywalsh@usa.net

EXHABIT A – Legal Arguments

Date: September 14, 2026

To: Newport City Council, Mayor Rick Ufford-Chase, and City Clerk

From: Jay Walsh, Newport City Resident

Subject: Formal Objection to the Public Hearing Warning for Violating 17 V.S.A. § 2645, 17 V.S.A. § 2642(a)(2), and the "Reasonable Certainty" Standard

Honorable Mayor, Members of the City Council, and City Clerk,

I am writing to formally object to the warning for the public hearing on the proposed charter amendments. The warning, as currently drafted, violates the explicit requirements of **17 V.S.A. § 2645** by bundling multiple, distinct charter changes into a single, all-or-nothing vote. This is not a matter of convenience—it is a matter of law.

1. The Warning Itself Demonstrates the Violation

The warning describes the proposed action in the plural: "proposed amendments" and states they "contain the following sections." This language acknowledges that the proposal contains multiple, distinct amendments and sections covering numerous distinct legal changes. By its own terms, the warning identifies more than one separate proposal to be decided.

2. The Legal Requirement: Separate Votes on Separate Proposals

17 V.S.A. § 2645(7)(B)(i) requires that the ballot "shall permit the voter to vote on each separate proposal contained within the charter proposal." This is a command, not a suggestion.

A city charter is not a single, monolithic law. It is a collection of distinct provisions, each carrying the full weight of law and having specific, independent legal effects. The Vermont League of Cities and Towns clarifies that "a charter is a legislative enactment and, as such, it has the same status as a statute." Each provision within that charter is a specific grant of power. Changing the form of government is a distinct legal action from changing the method of appointing the Treasurer. Each action affects a different specific power granted by a different provision.

This is precisely why § 2645 requires a vote on "each separate proposal" contained within a charter proposal. The law recognizes that a charter proposal is a package of distinct legal changes, and voters must be able to consider each one independently. Bundling multiple distinct changes—such as altering the form of government, changing the method of appointing officials, and modifying property sale rules—into a single vote denies voters this fundamental right.

3. The "Too Long or Unwieldy" Clause

17 V.S.A. § 2645(7)(B)(ii) states:

"If the legislative body determines that the charter proposal is too long or unwieldy to be shown in the amended form, voters shall be permitted to vote upon each separate proposal in its entirety in the form of a yes or no proposition."

Let us break this down:

- **"Vote upon"** is the action.
- **"Each separate proposal"** is the **only direct object** of that action.
- **"In its entirety"** modifies **"each separate proposal"** —meaning the full content of that specific proposal.
- **"In the form of a yes or no proposition"** modifies the action **"vote upon"** —describing the **format** of the vote on each separate proposal.

The phrase **"in its entirety"** refers to **"each separate proposal,"** not to the entire charter package. The statute does **not** say "voters shall be permitted to vote upon **the charter proposal** in its entirety in the form of a yes or no proposition." It says **"each separate proposal."**

The grammatical structure is unambiguous: the "yes or no proposition" applies to **each separate proposal** individually. The exception is about **format**, not about **merging**. It allows a simplified ballot format for each separate proposal, but it does **not** authorize combining multiple separate proposals into a single question.

Grammar as applied to the law. Vermont Supreme Court applies the **Plain Meaning Rule** as the foundational principle of statutory interpretation, **and grammatical analysis is the very tool the Court uses to discern that plain meaning.** Under this rule, the Court presumes that the "Legislature intended the plain, ordinary meaning of the statutory language", and this meaning is derived from the **"grammatical sense"** of the words as they are written. The Court has emphasized that it **"look[s] to the plain, ordinary meaning of the language"** and accepts its plain meaning to determine legislative intent.

So, the legislative intent here is clear: **Warn each separate proposal...**

4. The Warning Violates the "Separate Articles" Requirement Under 17 V.S.A. § 2642(a)(2)

17 V.S.A. § 2642(a)(2) requires that the warning "shall, by separate articles, specifically indicate the business to be transacted, to include the offices and the questions to be voted upon." This is a statutory command.

The Vermont Supreme Court has affirmed this requirement in multiple cases:

- *Pominville v. Addison Central Supervisory Union* (1990): The Court cited 17 V.S.A. § 2642(a), noting that the warning "shall, by separate articles, specifically indicate the business to be transacted."
- *Clift v. City of South Burlington* (2007): The Court held that the annual meeting warning must include the business to be transacted "by separate articles," as required by 17 V.S.A. § 2642(a).
- *Brochu v. Brown* (1970): The Court acknowledged the general rule that the warning for a meeting "shall, by separate articles, specifically indicate the business to be transacted."

By bundling multiple distinct charter amendments into a single article, the warning violates the "separate articles" requirement of § 2642(a)(2). The warning does not specifically indicate each distinct business item, depriving voters of clear notice of each issue they will be asked to decide.

5. The Warning Fails the "Reasonable Certainty" Standard

Vermont case law establishes that a town meeting warning must set forth the business to be done and the subjects to be considered "with reasonable certainty as will notify all interested in the subject matter of the proposed vote or action of the town." This standard was established in *Brochu v. Brown* (1970) and reaffirmed in *Town of Milton v. Bert's Mobile Home Park, Inc.* (1971).

A warning that bundles multiple distinct charter amendments into a single take-it-or-leave-it article does not provide reasonable certainty of what is being voted on. Voters cannot know, from the warning alone, that they are being asked to approve fundamental changes such as a new form of government, the appointment of the Clerk and Treasurer, and new property sale rules. This violates the "reasonable certainty" standard.

6. City Clerk's Certification Requirement — 17 V.S.A. § 2645(b)(2)

The City Clerk cannot verify individual votes because a bundled vote provides no separate results for each separate proposal and the distinct legal changes, adoptions, repeals, or amendments. The certification required by § 2645(b)(2) becomes impossible, and the resulting filing is incomplete. This is not a procedural technicality—it is a fundamental violation of the law's requirement that voters be permitted to vote on each separate proposal individually, and that the Clerk attests to and reports the individual votes on these separate proposals.

7. The Warning Is Misleading and Deprives Voters of Informed Consent

Vermont courts have long recognized that voters must be enabled to "act deliberately and intelligently" and that the will of individuals must not be subjected to confusion or deception.

The bundled ballot question is inherently misleading because it presents multiple distinct amendments as a single proposition. Voters who support some amendments but oppose others are forced to vote "yes" or "no" on the entire package, denying them the ability to express their true preferences.

This practice—known as "logrolling"—has been condemned by courts across the country, including in *Fine v. Firestone* (Fla. 1984), where the court declared that "combining multiple propositions into one proposal constitutes 'logrolling,' which, if our judicial responsibility is to mean anything, we cannot permit."

8. Bundling Denies Voters Their Right to Vote Their Conscience

The city charter is composed of specific laws, each decided by the voters of this city to define the operation of their local government. It is a right granted to them through law to make these specific choices. Bundling these distinct choices into a single proposal defies that law and denies voters the right to apply their vote upon them as they desire.

In bundling, the Council not only denies voters this choice but requires them to approve changes to the law that they may have otherwise voted against. By bundling, the Council never determines what the real desire of the electorate is. The Council cannot discern if the voter approved or disapproved of any part of the bundled choices. So, claiming in any way that the electorate approved the charter changes is false.

Consider the last charter proposal. Can you tell me why the voters voted against the proposal? No, you cannot. Some may not have liked certain parts of the proposal, which you cannot discern from their vote. Some may not have approved of bundling important individual choices into a single choice; you don't know how many people voted for that reason.

Even if the Council were allowed to combine these distinctly separate and important choices, why would it deny voters their legal right to vote their conscience on matters which will rule their lives in their community? What possible benefit to the community justifies stripping voters of their ability to say "yes" to the changes they support and "no" to the changes they oppose?

The answer is simple: there is no justification. Bundling is not a convenience for the city—it is a disservice to the voters. It is a practice that obscures the true will of the people and undermines the very foundation of democratic consent.

9. Objection and Request

I formally object to the validity of this warning and the resulting ballot question. I request that the Council:

1. Acknowledge the violations of 17 V.S.A. § 2645, 17 V.S.A. § 2642(a)(2), and the "reasonable certainty" standard established in *Brochu v. Brown* and *Town of Milton v. Bert's Mobile Home Park, Inc.*
2. Withdraw the current bundled warning and ballot question.
3. Resubmit the charter changes as separate ballot questions, allowing voters to decide on each distinct separate proposal individually.

Respectfully submitted,

Jay Walsh
Newport City Resident
91 Jackson St.
City of Newport, VT
413-329-1755
jaywalsh@usa.net

EXHIBIT "B" - 2 PAGES

CITY OF NEWPORT NOTICE OF PUBLIC HEARINGS ON PROPOSED CHARTER AMENDMENTS

The City Council of the City of Newport (the "City") hereby gives notice pursuant to the requirements of 17 V.S.A. § 2645 that the public hearings to consider adoption of proposed amendments to the City's Charter, 24 Appx. V.S.A. Chapter 7, will be held on September 3, 2026, and on September 14, 2026, in the City Council Chambers at City Hall, 222 Main Street, Newport, Vermont, at six o'clock in the afternoon (6:00 p.m.) in-person and remotely by accessing the following links:

On September 3, 2026, at 6:00 p.m.: <https://meet.google.com/ras-dqyi-ena> or dial:
(US) +1 513-480-3030 PIN: 221 321 340#

On September 14, 2026, at 6:00 p.m.: <https://meet.google.com/akm-xiqg-xjm> or dial:
(US) +1 385-325-1156 PIN: 349 697 591#

The proposed amendments to the City's Charter are substantial and are too long and unwieldy to set out in amended form; however, the proposed Charter amendments contain the following sections:

§ 7-1. Establishment of City	§ 7-10. Police officers
§ 7-2. [Transitional provisions relating to the governance of the Towns of Newport and Derby; the City of Newport and the process for acceptance of the charter; § 2 of No. 273 of the Laws of 1917.]	§ 7-11. Board of Civil Authority and Board of Abatement
§ 7-3. City boundaries and corporate powers	§ 7-12. City Clerk
§ 7-4. Form of government and voter qualifications	§ 7-13. City Treasurer
§ 7-5. Warning and convening of annual meeting	§ 7-14. City Assessor
§ 7-6. Election, term, appointment, recall and removal of City Officers	§ 7-15. Powers and duties of City Council
§ 7-7. Mayor and Council Members as City Council	§ 7-16. Water and sewer systems
§ 7-8. Powers and duties of the Mayor	§ 7-17. Sale, purchase or lease of City owned property
§ 7-9. Mayoral approval and Council Members reconsideration of vetoed actions	§ 7-18. City expenditures
	§ 7-19. Assessment of taxes on grand list
	§ 7-20. Revenues credit and appropriations
	§ 7-21. [Transitional provisions related to the financial obligations of the Villages of Newport and West Derby; 1917 Acts and Resolves No. 273, § 31.]

§ 7-22. Bonds of City officers

§ 7-23. [Transitional provisions related to the financial assets and liabilities of the Villages of Newport and West Derby; 1917 Acts and Resolves No. 273, § 33.]

§ 7-24. [Transitional provisions related to the financial liabilities and assets of the Towns of Newport and Derby; 1917 Acts and Resolves No. 273, § 35.]

§ 7-25. [Transitional provisions related to the books and records of the Town of Newport; 1917 Acts and Resolves No. 273, § 36.]

§ 7-26. [Transitional provisions related to the books and records of the Town of Derby; 1917 Acts and Resolves No. 273, § 37.]

§ 7-27. Public schools and school property

§ 7-28. City Manager

§ 7-29. [Transitional provisions related to effective date.]

§ 7-30. Harbor Commission

§ 7-31. Severability

These Charter amendments are proposed to be voted on November 3, 2026, at a City Special Meeting. An official copy of the proposed Charter amendments will be posted for public viewing and available for review on August 21, 2026, in or proximate to the City Clerk's Office in City Hall at the above-referenced address. Copies of the proposed Charter amendments will be made available at the City Clerk's Office upon request and will be posted on the City's website at www.newportvermont.org.

Dated at Newport, Vermont, this 21st day of August, 2026.

CITY OF NEWPORT

/s/ Rick Ufford-Chase

Rick Ufford-Chase, Mayor

Received for record this 21st day of August, 2026, in the records of the City of Newport.

/s/ James Johnson, City Clerk

Posted at: City Clerk's Office, Goodrich Memorial Library and the Post Office

WARNING

City of Newport, Vermont

Special City Meeting

November 3, 2026

The legal voters of the City of Newport, County of Orleans, State of Vermont, are hereby notified and warned to meet at the Newport Municipal Building, 222 Main St., in said City of Newport on Tuesday, November 3, 2026, beginning at 8:00 am, at which time the polls will open, until 7:00 pm, at which time the polls will close, to act on the following article to be voted by Australian Ballot.

The legal voters of the City of Newport, County of Orleans, State of Vermont, are further notified and warned that a public informational hearing to explain and discuss the Australian Ballot Article set forth below will be held on Monday, November 2, 2026 beginning at 6:00 pm, at the Newport Municipal Building, 222 Main St., in said City of Newport. The public may attend the informational hearing in person or remotely at the following link.

Video Link: <https://meet.google.com/vhw-bkjt-uzz>

Or dial: (US) +1 414-909-6961 PIN: 411 712 844#

ARTICLE TO BE VOTED BY AUSTRALIAN BALLOT

Article 1

Shall the voters of the City of Newport approve an amendment to the City's Charter, dated September 21, 2026, containing the following sections?

§ 7-1. Establishment of City

§ 7-2. [Transitional provisions relating to the governance of the Towns of Newport and Derby; the City of Newport and the process for acceptance of the charter; § 2 of No. 273 of the Laws of 1917.]

§ 7-3. City boundaries and corporate powers

§ 7-4. Form of government and voter qualifications

§ 7-5. Warning and convening of annual meeting

§ 7-6. Election, term, appointment, recall and removal of City Officers

§ 7-7. Mayor and Council Members as City Council

§ 7-8. Powers and duties of the Mayor

§ 7-9. Mayoral approval and Council Members reconsideration of vetoed actions

§ 7-10. Police Services and Fire Protection Services

§ 7-11. Board of Civil Authority and Board of Abatement

§ 7-12. City Clerk

§ 7-13. City Treasurer

§ 7-14. City Assessor

§ 7-15. Powers and duties of the City Council

§ 7-16. Water and sewer systems

§ 7-17. Sale, purchase or lease of City owned property

§ 7-18. City expenditures

§ 7-19. Assessment of taxes on grand list

§ 7-20. Revenues credit and appropriations

§ 7-21. [Transitional provisions related to the financial obligations of the Villages of Newport and West Derby; 1917 Acts and Resolves No. 273, § 31.]

§ 7-22. Bonds of City officers

§ 7-23. [Transitional provisions related to the financial assets and liabilities of the Villages of Newport and West Derby; 1917 Acts and Resolves No. 273, § 33.]

§ 7-24. [Transitional provisions related to the financial liabilities and assets of the Towns of Newport and Derby; 1917 Acts and Resolves No. 273, § 35.]

§ 7-25. [Transitional provisions related to the books and records of the Town of Newport; 1917 Acts and Resolves No. 273, § 36.]

§ 7-26. [Transitional provisions related to the books and records of the Town of Derby; 1917 Acts and Resolves No. 273, § 37.]

§ 7-27. Public schools and school property

§ 7-28. City Manager

§ 7-29. [Transitional provisions related to effective date.]

§ 7-30. Harbor Commission

§ 7-31. Severability

Copies of the Charter Amendment in its entirety are available for inspection or pick-up at the City of Newport City Clerk's Office during regular office hours, Monday–Thursday, 8:00 a.m. to 4:30 p.m.; Friday, 8:00 a.m. to 12:00 p.m. The Charter Amendment is also available for review on the City's website at www.newportvermont.org

The legal voters of the City of Newport are further notified that voter qualification, registration, and absentee voting relative to said Special Meeting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

Dated and Posted at the City of Newport, Vermont, in the County of Orleans, State of Vermont

This _____ Day of September, 2026

Mayor

Rick Ufford-Chase

City Council

Carter Finegan

John Monette

Andrew Touchette

Sharon Pare

City Clerk – Attest, received for record this _____ day of September, 2026

James Johnson

The Municipal Building is Handicapped Accessible

FINANCIAL MANAGEMENT SYSTEM ADMINISTRATION POLICY

Purpose

The purpose of this policy is to establish clear internal controls for the City's financial management software and related financial information systems. The policy is intended to promote accountability, appropriate segregation of duties, protection of financial information, and consistent administration of the City's financial systems.

Council and Treasurer Authority

The City Council retains ultimate policy-making authority over the City's financial operations and may amend, repeal, or supplement this policy at any time.

Nothing in this policy shall be interpreted to diminish, transfer, or supersede any duty or authority assigned by Vermont law or the City Charter to the City Treasurer, Clerk/Treasurer, or any other statutory municipal officer.

Administrative Authority

The City Manager shall have administrative oversight and authority over the City's financial management software and related financial information systems, consistent with the City Charter, and Vermont law.

The administration of the City's financial management software is an administrative and internal control function and shall be exercised in coordination with the City's financial officers or employees responsible for carrying out financial duties.

User Access and Permissions

The City Manager, or designee, shall establish and maintain appropriate user roles and access permissions within the City's financial management system.

The City Manager or designee shall:

- Approve the addition, modification, suspension, or removal of user access;
- Establish appropriate user roles and levels of access based upon an employee's job responsibilities;

Internal Controls and Segregation of Duties

Responsibility for authorizing transactions, entering or processing transactions, approving payments, reconciling accounts, and administering system access shall be separated among different individuals.

No employee shall be granted system access that creates an unreasonable conflict with the employee's other financial responsibilities.

Approved:

FINANCIAL MANAGEMENT SYSTEM ADMINISTRATION POLICY

Effective Date

This policy shall take effect upon approval by the Newport City Council.

Signed at a duly warned meeting this _____ day of _____ 2026

Mayor- Rick Ufford Chase

Council President- Carter Finnigan

Andrew Touchette

Sharon Pare

John Monette

Approved:

**CITY OF NEWPORT
APPLICATION FOR WATER ALLOCATION/TURN-ON**

OWNER/APPLICANT: GARY AND LAUREN GILLESPIE **Permit #** W26-002
ADDRESS: 224 MISSIONARY ACRES
NEWPORT VT. 05855

ADDRESS WHERE ALLOCATION IS BEING REQUESTED:

MALLARD DRIVE / GOLDEN EYE LANE

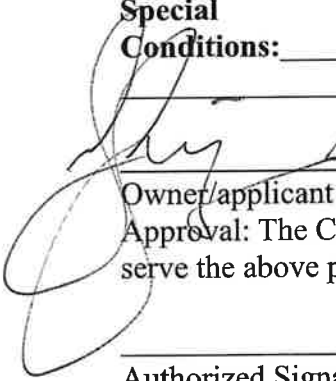
FEE: RESIDENCE - \$30.00
COMMERCIAL - \$30.00
INDUSTRIAL - \$60.00
EXISTING - \$15.00

Allocation GPD 360
City Tax Map # 435-136-14924

GENERAL CONDITIONS:

- 1) All costs for connecting to the City water system shall be borne by the owner/applicant.
- 2) All plumbing shall be done in accordance with all applicable national, state and/or local codes.
- 3) Water lines two (2) inches or less in diameter installed within the City's R.O.W shall be K type copper.
- 4) Water lines greater than two (2) inches in diameter shall be ductile iron.
- 5) The owner/applicant shall install a radio read water meter which shall be purchased from the City and paid for by owner/applicant.
- 6) The owner/applicant shall install a backflow prevention/cross connection device that shall be purchased from the City and paid for by owner/applicant.
- 7) An application for water service connection shall be filed with the City when a new service needs to be installed.
- 8) The City must be notified 48 hours in advance of a water turn On/Off to activate system. **No person other than a City employee shall operate a City-owned water shut off valve. The water turn on will not take place unless all conditions have been addressed.**

**Special
Conditions:** _____



Owner/applicant Signature

9/9/2026

Date

Approval: The City of Newport has sufficient uncommitted reserve hydraulic capacity to serve the above proposed project.

Authorized Signature

Date

CITY OF NEWPORT

PRELIMINARY WASTEWATER ALLOCATION APPLICATION

Application No. PD26-CO2
Date Received: 9/9/2026
Signature: Theresa Benin

Application Fee: \$44 Residential
\$110 Commercial
\$220 Industrial
Reserve Capacity Fee: \$0.15 per gallon
Final Allocation Fee: \$0.29 per gallon

To the City of Newport, Vermont:

The undersigned, being the Owner of the property located
at MALLARD DRIVE Parcel ID # 435-136-14924
(Number) (Street)
does hereby request a permit for sewer use to serve
the RESIDENCE
(Residence, apt., commercial bldg., industrial facility, etc.)
at said location. Sewer use is for (check the appropriate boxes)

- ☐ Renewal of an existing permit.
☐ Expansion of an existing connection.
☐ A new connection.
☐ A reserve capacity flow allocation.
☐ Other.

1. Residential:

- a. Number of living units by types:
Single Family Homes: X
Mobile Homes: _____
Apartments: _____
Townhouse/Condominiums: _____
b. Estimate of Flow:
Use the Vermont Wastewater System and Potable Water Supply Rule, effective
1 January 05, Table 1, Design Flow: 280 gallons per day

2. Non-Residential:

- a. Description of Connection's Flow.
Type: _____
Number of Units: _____
b. Estimate of Flow:
Use the Vermont Wastewater System and Potable Water Supply Rule, effective
1 January 05, Table 1, Design Flow: _____ gallons per day

3. Will the strength of the wastewater be typical domestic wastewater?

X Yes _____ No

4. Failure of the applicant to meet the requirements of the Sewer Ordinance and this permit, will result in permit revocation.

Page 1 of 2

5. The applicant may not transfer, by any means, this allocation approval to any other person.

6. Submit the application fee with this application. Make the check out to "City of Newport."
7. Submit the allocation fee with this application by separate check. Check will be returned if application is denied.

8. Applicant Information:

Date: 9/9/2026

Applicant: GARY AND LAUREN GILLESPIE
Name: 224 MISSIONARY ACRES
Address: NEWPORT VT 05855
Signature: [Signature]
Daytime Phone No.: 503-419-8270
Daytime Fax No.: _____

9. Is this a Preliminary or Final Application? Refer to the Newport Sewer Ordinance for the details of the reserve capacity allocation request.

☒ Preliminary
☐ Final

If this is a final application, then ensure the submittals identified in the Sewer Ordinance are included in this application.

Connections which generate a flow over 1000 gpd or have waste strength above residential use must be certified by a Vermont registered engineer.

To be completed by the City:

A. **PRELIMINARY COMMITMENT OF RESERVE CAPACITY**

1. Your request for permission to use the Newport public sewage system has been received and considered.
2. Preliminary Commitment of Reserve Capacity for sewer system use is granted. You must comply with all provisions of the City's "Sewer Use Ordinance."
3. The committed reserve capacity allocated for you is 280 gallons per day.
4. This preliminary commitment will expire ONE YEAR from the preliminary approval date below.
5. Review for Final Approval will not proceed until your letter request, including required documents, for Final Approval is received.

Preliminary Approval:

City of Newport
City Council _____

Date: _____

Expiration Date: _____