

PORTSMOUTH WATER AND FIRE DISTRICT
1944 East Main Road, Portsmouth, Rhode Island
401-683-2090
ADMINISTRATIVE BOARD MEETING
AGENDA

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February 20, 2018
7:00PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
 - A. Linn Freedman, Sunset Ln, re: Water Main Extension Appeal
 - B. Joyce Rolfe, 0 Mare Ter, re: Water Main Extension
3. CORRESPONDENCE
 - A. Douglas Bernon, re: Leak Relief Request for 13 Baker Rd
 - B. Lisa & Shane Hopkins, re: Leak Relief Request for 32 Gorton St
 - C. Insurance Services Office, Inc. – Info Request and Meeting
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of January 16, 2018
 - B. Approve Administrative Board Executive Meeting Minutes of January 16, 2018
5. NEW BUSINESS
 - A. Approve Payment of Bills Listed
 - B. Budget to Actual
 - C. Summary of Bank Accounts
 - D. Cash Flow Summary
 - E. Water Accounts Receivable Analysis
 - F. Financial Statements
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. Disposal of Assets
 - E. Water Quality Update – Chlorate
 - F. AMI Infrastructure
 - G. Union Street Pump Station Update
 - H. Quickbooks Update
 - I. Quarterly Fire District Reports for Period Ending 1/31/18 per RIGL 45-12-22.2
 - J. Fire Service – Cost of Service Analysis
 - K. Miscellaneous Construction Contracts
 - 1) Award Contracts
 - 2) Approve Billing Rates

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CONTINUED

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7. REPORT FROM LEGAL COUNSEL
8. EXECUTIVE SESSION 42-46-5 (a) (1) (2)
 - A. Litigation: 42-46-5 (a) (2)
 - 1) Middle Creek Farms, LLC
 - B. Contract Negotiation 42-46-5 (a) (3) (5) (7)
 - 1) Union Street Pump Station – Engineering for Planning and Zoning
 - C. Vote Regarding Disclosure of Votes and Disposition
 - D. Adjourn Executive Session
9. RETURN TO OPEN SESSION
 - A. Disclosure of Executive Session Votes and Disposition of Minutes
10. ADJOURNMENT

Posted – 2/15/2018

**Individuals requesting interpreter services for the hearing impaired must call 683-2090 -
Portsmouth Water & Fire District
or 683-0300 - Portsmouth Police TDD forty-eight hours in advance of the meeting date.**