

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

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May 21, 2019
5:15 PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. OPENING OF TAX ASSESSOR'S MEETING FOR THE PURPOSE OF CANVASSING
3. CORRESPONDENCE
 - A. Letter from Savings Institute re: Merge with Berkshire Bank
 - B. Comprehensive Community Plan – Water Element
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of April 16, 2019
 - B. Approve Administrative Board Executive Meeting Minutes of April 16, 2019
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
 - G. Quarterly Fire District Reports for Period Ending 4/30/19 per RIGL 45-12-22.2
 - H. Adopted FY-20 Budget Report per RIGL 44-5-69
 - I. Annual Administrative Board Election
 - 1) Accept and Certify Nomination Papers
 - 2) Approve Ballot
 - 3) Approve News Release
 - J. Appoint Moderator Pro Tem
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Water Service Application Approvals - Request Authorization for 41 Additional Pre-Approved Water Service Connections
 - C. Demand Report
 - D. Operations Report
 - E. Operator Certification Status
 - F. Union Street Pump Station Update
 - G. Water Quality – Update
 - H. Leak Detection – Update
 - I. AMI Infrastructure Update
 - J. Insurance Renewal Update

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7. REPORT FROM LEGAL COUNSEL

8. EXECUTIVE SESSION 42-46-5 (a) (2)

A. Litigation: 42-46-5 (a) (2)

- 1) Middle Creek Farms, LLC – Update
- 2) Failed Water Meter – Customer Damage Incurred
- 3) Newport PUC Rate Filing
- 4) Charter Update

B. Vote Regarding Disclosure of Votes and Disposition

C. Adjourn Executive Session

9. RETURN TO OPEN SESSION

A. Disclosure of Executive Session Votes and Disposition of Minutes

10. ADJOURNMENT OF TAX ASSESSORS' MEETING FOR THE PURPOSE OF CANVASSING

11. ADJOURNMENT

Posted – 5/17/2019

**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.**