

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

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June 18, 2019
7:00PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
 - A. Gary Crosby, Comprehensive Community Plan – Water Element
 - B. John Braga, Re: Immokolee Commons
3. CORRESPONDENCE
 - A. Letter dated May 10, 2019 from Portsmouth Public Library, re: Touch a Truck; special thanks to Zach Silveira
 - B. Email dated May 30, 2019 from Luly Massaro re: public hearing date
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of May 21, 2019
 - B. Approve Administrative Board Executive Meeting Minutes of May 21, 2019
5. ADMINISTRATIVE BOARD 2019 ELECTION
 - A. Certification of Election Results
 - B. Swearing in of New Members
6. ADMINISTRATIVE BOARD ORGANIZATION
 - A. Election of Chairperson
 - B. Assignment by Chairperson of Subcommittee Members and Chairpersons
7. 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. Open Government - Appoint Filing Coordinator
 - H. General Manager Annual Review – P. Driscoll

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8. REPORT FROM GENERAL MANAGER

- A. Water Service Application Approvals
- B. Demand Report
- C. Operations Report
- D. Tax Sale Update
- E. Leak Detection – Extension of Leak Detection Contract
- F. Legislation Update
- G. Bond Rating update
- H. Union Street Pump Station Update
- I. Water System Supply Management Plan Update
- J. Carry Over Funds

9. REPORT FROM LEGAL COUNSEL

10. 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
- B. Vote Regarding Disclosure of Votes and Disposition
- C. Adjourn Executive Session

11. RETURN TO OPEN SESSION

- A. Disclosure of Executive Session Votes and Disposition of Minutes

12. ADJOURNMENT

Posted – 6/14/2018

**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.**